



EXTERNAL VACANCY PROJECT MANAGER MAJOR PROJECTS

Level 6

Queensland Local Government Industry (Stream A) Award – State 2017

Salary \$92,059.00- \$97,712.00 per annum

(Dependent on qualifications and experience)

An opportunity exists within Mount Isa City Council for a **Project Manager** to join our Major Projects team. The Project Manager is responsible for the overall planning, management and completion of engineering projects on a wide variety of business units and programs. Work with stakeholders (Internal and external) to develop project scope of work, documents and project plans. Use project management skills to manage project roles, identify resource requirements, meet training needs, define project deliverables, provide customer satisfaction and reporting structures and ensure quality of projects.

The successful applicant will have:

- (4) years of full-time experience managing the implementation and support of engineering projects or experience working as a Foreman/Supervisor in a civil construction environment (desirable)
- Possess as a minimum Diploma of Project Management or Diploma of Civil Construction
- High Level understanding of a Project Management environment;
- Sound knowledge of contract standards, engineering codes and practices;
- High level of computing knowledge including Microsoft Suite of programs;
- Current "C" class manual Driver's Licence or ability to acquire a licence prior to officially commencing in the role;
- Possession of a current WH&S Construction White Card;
- High level of leadership and negotiation skills; (essential)
- High level of confidentiality and ability to exercise discretion in a professional manner; (essential)
- Well developed interpersonal communication skills with a high level of customer service aptitude
- High level of computing skills using Microsoft Suite of programs (essential)
- High level of communication and report writing ability
- Ability to interpret technical procedures to project customers, public officials and other personnel
- Demonstrated knowledge of budgetary matters

You are required to provide written responses to the Key Selection Criteria which is located in the back of the position description.

Applicants may be required to undertake and pass a pre-employment medical.

The benefits of working for Local Government:

Council offers excellent working conditions, generous superannuation benefits (up to 12%); minimum 36.25 hour working week with Council's flexitime agreement and 5 weeks annual leave.

Applications/Enquiries:

You will require the application form and Position Description to effectively respond to the Key Selection Criteria. Applications should be supported by full resumes, a completed application form and must address the Key Selection Criteria as detailed on the Position Description.

Applications Close on Wednesday 08 December 2021 at 5pm.

David Keenan
Chief Executive Officer

PO Box 815 MOUNT ISA QLD 4825
Website: www.mountisa.qld.gov.au

"Mount Isa City Council is an Equal Opportunity Employer with a non-smoking work environment"

Applicants must be eligible to live and work within Australia



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