Gippsland Water

Join our team

Senior Project Delivery Lead
Full time permanent

Position Description



About us

We provide services to more than 69,000 households and businesses across 43 towns, comprising a diverse, complex, and geographically dispersed asset base, with over 375 team members across eight departments.

So why choose us?

We exist to deliver reliable, high-quality water, wastewater and waste recovery services to ensure the economy and liveability of the central Gippsland region.

Our region is diverse which presents many challenges, and we play an important role in its ongoing stability and transition.

We're continuing to focus on:

- maintaining quality water and wastewater services for our customers at an affordable price
- our sustainable future and the future of the region, and
- the role we play in the future.

Our people

Our strategic priorities provide the direction and insight into how we will deliver on our vision, highlighting that our people play an integral role in our ability to achieve successful outcomes for our customers and the community.

We're committed to building a diverse and inclusive workplace and strongly encourage applications from experienced women and men, people with disabilities, LGBTIQ+, ATSI, culturally and ethnically diverse candidates to best represent and engage with communities we live and work in.

Our achievements

With a clear strategy, strong leadership and driving accountability in a consistent way across the business we've been able to drive a positive and constructive culture shift, and a sustained increase to employee engagement.

Our values

We take pride in partnering with the community in providing quality water and waste services so we can enjoy a healthy and sustainable Gippsland for generations to come.

Our values are:

- Safety and wellbeing
- Customer focussed
- Innovation
- Accountability
- Collaboration
- Integrity & Respect

What we have to offer

We are growing, innovative and commited to ensuring that Gippsland Water remains a great place to work. We do this by offering a flexible and stimulating workplace and investing in our people to enable us to adapt to the changing needs of our region.

But that's not all - it's also about freedom. We support our people to achieve their potential by providing the freedom to learn, explore and be true to their passion.

Interested to find out more?

For more information about our career opportunities and what we can offer you, please visit www.gippswater.com.au/careers

POSITION DETAILS

Position Title	Senior Project Delivery Lead
Department	Assets
Reports to	Manager Asset Delivery
Direct Reports	2
Location	Traralgon
Employment Type	Full-time
Band	5

PURPOSE OF THE ROLE

The Senior Project Delivery Lead is responsible for the planning and delivery of Gippsland Water's capital infrastructure projects by providing people leadership, project management and expert engineering direction across the design, procurement, construction, commissioning and handover lifecycle.
The role supports safe, timely, cost-effective and fit-for-purpose water and wastewater infrastructure outcomes by leading Project Engineers and technical staff and ensuring the capital works program is delivered effectively.

KEY RESPONSIBILITIES

The role is responsible for the following core accountabilities:

- Lead, support and develop a team of Project Engineers and technical staff, providing clear direction, effective workload prioritisation, capability development, performance management and day-to-day leadership so the team can deliver its commitments effectively;
- Lead the delivery of allocated capital projects and programs safely across the complete project lifecycle, ensuring projects are planned, designed, procured, constructed, commissioned, handed over on time, within approved budgets and to the required quality;
- Provide expert engineering, project management and contract administration advice across the planning, scoping, design, specification, tendering, construction, commissioning and operation of new and refurbished water and wastewater infrastructure;

- Ensure capital projects are effectively scoped and governed, incorporating safety, risk, quality, cost, time, constructability, resourcing, operational and stakeholder requirements so the proposed solutions are practical, fit for purpose and aligned with organisational objectives;
- Lead procurement and contract administration activities for allocated capital projects, including preparation of tender and approval documentation, probity management, contractor engagement, management of variations and claims, and administration of contracts within relevant policies, statutory obligations and delegated authority;
- Manage project safety, financial and delivery performance, maintaining accurate forecasts and project reporting, identifying and controlling risks, monitoring contractor activities and escalating significant issues to support informed and timely decision-making;
- Build and maintain effective relationships with internal and external stakeholders, working collaboratively with operational teams, technical specialists, consultants, contractors, regulators and community stakeholders to develop practical infrastructure solutions and achieve successful project outcomes; and
- Contribute to capital program development and continuous improvement, supporting annual and longer-term capital works planning and identifying improvements to project delivery practices, engineering standards, procurement processes, policies and procedures.

SKILLS, KNOWLEDGE AND EXPERIENCE

Essential

- Demonstrated experience successfully leading, motivating and developing people, including setting expectations, developing capability, managing performance and supporting a high-performing team culture;
- Extensive experience managing capital infrastructure projects through planning, design, procurement, construction, commissioning, handover and post-project review;
- Advanced project management, program management, procurement, contract administration and construction supervision capability;
- Detailed understanding of construction contracts, procurement alternatives, tendering processes, claims, variations, contractor management and contract administration;
- Demonstrated ability to provide authoritative engineering and technical advice on water and wastewater infrastructure or comparable multidisciplinary infrastructure;
- Strong knowledge of project and construction risk management, including the identification, assessment, financial consideration, control, monitoring and escalation of risk;

- Highly developed written, verbal, presentation, influencing and negotiation skills, with the ability to explain complex technical and contractual matters to technical and non-technical audiences;
- Demonstrated ability to build productive relationships and gain cooperation from internal workgroups, consultants, contractors, regulators, suppliers and other external stakeholders;
- Ability to prepare, review and improve tender documentation, technical specifications, contract documentation and senior management or Board reports;
- Ability to interpret and apply relevant legislation, regulations, codes, Australian Standards, organisational policies, delegations and technical requirements;
- Strong analytical skills and demonstrated sound judgement when resolving complex or unprecedented engineering, contractual and project delivery issues;
- Proficiency in relevant project management, financial and business software, including the use of spreadsheets to prepare and monitor project cost forecasts; and
- Experience acting as a Superintendent's representative or performing equivalent contract-administration responsibilities for infrastructure projects.

Desirable

- Extensive experience delivering assets in the water and wastewater industry.
- Construction supervision experience across multidisciplinary infrastructure projects.
- Experience developing influential business cases and undertaking options analysis and economic evaluation for capital projects.
- Knowledge of contemporary developments in engineering, project delivery, procurement and water-industry infrastructure.
- Experience supporting the preparation and review of annual and longer-term capital works programs.

QUALIFICATIONS AND MANDATORY REQUIREMENTS

Essential

- Tertiary qualification in an engineering discipline, or significant relevant experience in a technical field.

Desirable

- Postgraduate qualification in management, project management or a relevant engineering or technical speciality; and
- Relevant professional project management or contract management qualification.

Mandatory requirements

- Current Victorian Driver Licence. This is also recorded against the existing role requirements;
- Ability to attend project and construction sites and undertake travel associated with

capital project delivery; and

- Ability to comply with applicable site-access, safety, induction and personal protective equipment requirements.

HOW PERFORMANCE IS MEASURED

- Allocated capital projects and programs are delivered safely, on time, within approved budgets and to agreed scope and quality requirements;
- Completed assets are fit for purpose, meet operational and control requirements, and are effectively commissioned and handed over to the responsible operational workgroup;
- Project safety, technical, commercial, financial, contractual and delivery risks are identified early, effectively controlled and escalated appropriately;
- Project scopes, designs, procurement documentation, contracts, approvals, forecasts and reports are accurate, complete, timely and appropriate for decision-making;
- Contracts and contractor activities are administered effectively and in accordance with organisational policies, statutory requirements, delegations and approved contract conditions;
- Team members receive clear leadership, support, feedback and development, and the team effectively delivers its project and workgroup commitments;
- Internal and external stakeholder relationships support effective consultation, timely decisions and successful project delivery; and
- Lessons learned and opportunities for improvement are captured and applied to future projects, processes, standards and capital program delivery.



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