

Goulburn-Murray Water Position Description

Manager Project Delivery – Position Number IDS102

<p>Role Purpose</p> <p>To manage the provision of engineering, procurement, construction management and project management services to internal GMW (Water Delivery Services (WDS) & Water Storage Services (WSS)) teams and external state-owned agencies across northern Victoria. Annual expenditure is in the order of \$20M. The asset portfolio comprises large dams, water storages, irrigation and drainage infrastructure.</p> <p>The Project Delivery group comprises approx. 40FTE and is made up of technical engineering professionals, project managers, plus and internally resourced construction group.</p> <p>The role has four direct reports (Construction Lead, Construction Manager, Lead Project Manager, Lead Project Services) and is required to manage delivery of major and minor projects, and programs of work, in support of all major infrastructure works across GMW business units.</p> <p>The Project Delivery team is also required to manage relationships and deliver works and projects on behalf of external stakeholders such as the Murray Darling Basin Authority (MDBA) and Catchment Management Authority</p>	
Reports to (title)	General Manager Infrastructure Delivery Services
Classification / Band	Band F
Allowances	GMW operational vehicle GMW mobile phone
Employment Status	Ongoing – Full Time GMW considers every role flexible where this can still deliver the required business outcomes, this could include but is not limited to part-time or job share.
Location	Tatura
Position Contact	Alan Shea, General Manager Infrastructure Delivery Services 0437 107 286
Key skills, Qualifications & Experience required	<p><u>Mandatory</u></p> <ul style="list-style-type: none"> - Genuine personal alignment to GMW’s values (leading by example in their implementation) & a passion to help deliver “water for a thriving Northern Victoria” - Degree in Engineering - Experience managing design and delivery of complex infrastructure projects in the Dams, MDBA, Water and/or Irrigation sector. - Experience in managing complex infrastructure programs of work - Experience in leading in-house Construction or Maintenance teams - Experience in leading professional multi-disciplined teams - Experience in management of contractors and consultants - Experience with Project Management and Finance reporting systems <p><u>Desired</u></p> <ul style="list-style-type: none"> - Post Graduate degree in Engineering or Business or Finance - Demonstrated high safety record - Highly developed stakeholder management skills - Experience in managing operating budgets <p><u>Key Skills & Experiences</u></p> <ul style="list-style-type: none"> - Ability to lead others through challenge, change & improvement, in alignment with our organisational values - Ability to communicate effectively across multiple stakeholders, choosing & applying the right communication techniques for the specific audience in a genuine way - Drive for excellence in people development & process improvement - Commercial orientation, proactively seeking out best-for-business outcomes - Problem solving skills, including ability to interrogate data to uncover insights
Other Requirements	Police check Ability to physically go where the work is, including conducting site visits in rough/uneven terrain, regional/remote locations & in a variety of weather conditions Australian Drivers Licence Australian Working Rights
Approver/Approval Date	Sophie Riddell – Manager HR Business Partnering – February 2025

Key Result Areas	Key Responsibilities	KPIs
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Leadership	<ul style="list-style-type: none"> Effectively lead and develop the team ensuring employee satisfaction and performance by: <ul style="list-style-type: none"> Establishing an honest and collaborative working environment Role modelling GMW values Rewarding performance and motivating employees to perform at their best Develop workforce planning to enable succession planning and retention of talent Ensure Mandatory Staff training is reviewed and completed 	<ul style="list-style-type: none"> Division engagement results 360 feedback Effective Performance and development plans Continuity of performance during periods of staff leave Staff mandatory training completed
Finance	<ul style="list-style-type: none"> Responsible for Division outcomes and budgets Hold Managers accountable for the delivery of outcomes and management of budgets Provide internal customers with relevant & timely information on job costing - supporting best-for-business outcomes (including job prioritisation & budget control) 	<ul style="list-style-type: none"> Achieve against Business Unit plans and budget targets No surprises for material variations from budgets or forecasts Contracted and internally delivered services demonstrate cost efficiency
Engineering Design	<ul style="list-style-type: none"> Lead development of engineering solutions for investigation, design appraisal, cost estimating, operation, maintenance and renewal of assets Manage the development and provision of project and contractual management services 	<ul style="list-style-type: none"> Alignment to best-for-business Asset Value Chain approach Solution engineered is efficient and stakeholders briefed Cost target met as agreed in project business case
Planning	<ul style="list-style-type: none"> Plan delivery of capital works and programs of work Develop a framework and unit capability to deliver profitable construction projects for external customers 	<ul style="list-style-type: none"> Projects delivered within scope, on time and on budget Safety standards and environmental management standards met
Project Delivery	<ul style="list-style-type: none"> Deliver annual GMW WSS and WDS portfolio of projects as issued to Project Delivery Delivery annual MDBA portfolio as issued to Project Delivery 	<ul style="list-style-type: none"> Projects delivered on time, on budget Monthly Management Reports developed and issued as an update on status
Resources	<ul style="list-style-type: none"> Provide project management resources aligned with project delivery requirements across all units within GMW Balance engagement of internal and external resources Develop workforce planning to enable succession planning and retention of talent 	<ul style="list-style-type: none"> Projects resourced with appropriate skills to minimise costs of delivery / works Effective and meaningful Performance and development plans
Stakeholder Relationships	<ul style="list-style-type: none"> Develop relationships with other key GMW stakeholders Manage consultation with customers, community groups, government agencies, local government, consultants and contractors 	<ul style="list-style-type: none"> Positive, collaborative relationships maintained with stakeholders
<i>Note: Other duties and responsibilities may be required as reasonably directed</i>		
Mandatory Key Result Areas for all GMW positions		
Safety	<ul style="list-style-type: none"> Lead by example, demonstrating positive safety mindset Comply with all GMW OH&S standards, policies and procedures Contribute to the continuous improvement of HSE systems by consulting with staff and passing on recommendations to improve the system to the HSE Team 	<ul style="list-style-type: none"> Engagement survey results. Investigate and close out incident and hazard reports on time Workplace inspection findings corrected Internal Audit finding actions corrected

		<ul style="list-style-type: none"> • All staff mandatory training completed • Safety meetings conducted with actions completed
Policies	<ul style="list-style-type: none"> • Adhere to GMW policies and procedures • Stay up-to-date on all GMW policies • Ensure all GMW policies are promulgated and adhered to • Advise on potential changes to policies as required by local conditions • Ensure all policies are communicated to, and understood by, the team 	<ul style="list-style-type: none"> • Audit results (internal) • Numbers of issues escalated through team not adhering to policies

Key Relationships

All GMW employees are responsible for managing aspects of our customer/stakeholder relationships and service interactions, and will work proactively to deliver a consistent customer experience.

Internal	External
<ul style="list-style-type: none"> • Water Storage Services • Water Delivery Services • Dam Safety • Infrastructure Delivery Services • HS&E 	<ul style="list-style-type: none"> • MDBA • Contractors & Consultants • Connections Project Leadership Team • Fee for service customers • Local Government • Community Groups

Behaviours and Values

All employees are required to demonstrate GMW’s values through their work and their dealings with internal and external customers. Behaviours must also align with the values and with GMW’s strategic pillars below:

Our Vision

‘Water for a thriving Northern Victoria’

Our Purpose

‘Working together to deliver sustainable, efficient and adaptive water services’

Strategic Pillars

Working with our customers and communities

To deliver reliable and affordable services for our current and future customers, while working with partners and stakeholders to influence and enhance regional outcomes.

Embracing Technology and Innovation

To enhance customer experience, drive operational efficiency and productivity

Investing in our people

To drive a culture of achievement and innovation that fosters the workforce of the future, and supports an ongoing focus on safety and wellbeing

Adapting our services and leveraging our assets

To support the needs of the region and our customers in the context of changing communities, markets and climates

