

# Careers at GMCT: More than just a job

Join our diverse team dedicated to serving Melbourne's communities with integrity, respect, compassion and sustainability.



## Project manager strategic projects



- **Location: Fawkner**
- **Full-time, fixed-term contract (three-year contract)**

This is an excellent opportunity for an experienced project manager to be part of our strategic development and infrastructure team based at Fawkner.

### Key responsibilities include:

- The project manager strategic projects (PMSP) is responsible for all strategic development, including co-ordinating and overseeing all activities by contractors (and staff) engaged to undertake specific projects.
- Provide strategic leadership and direction in the ongoing development of project management services for GMCT.
- Work with the senior project manager strategic development (SPMSD) and the senior management team to implement and uphold the GMCT vision, mission and values and the objectives incorporated within strategic, annual and business plans related to the delivery of projects.
- In consultation with SPMSD, oversee the construction of ROI inventory.
- In consultation with SPMSD, develop annual business plans and objectives for work unit, consistent with organisational strategic directions and objectives.

### To be successful in this position you will require:

#### Qualifications

- Civil Engineering degree or relevant construction experience.
- Postgraduate qualifications in a relevant discipline with extensive experience; or
- an equivalent level of expertise gained from a combination of experience, training or professional accreditation.

#### Knowledge and Experience

- Demonstrated ability to manage a complex and dynamic capital development program.
- Extensive knowledge and experience in understanding and advising on project management and best practice methodologies and principles.

### TO APPLY:

Applications must address the key selection criteria and be submitted to [jobs@gmct.com.au](mailto:jobs@gmct.com.au)

Closing date:  
**4pm Tuesday, 4 July 2017**

*This position requires the successful candidate to undergo a pre-employment medical, police check and values testing.*

People of Aboriginal and Torres Strait Island descent are encouraged to apply.

GMCT is an Equal Opportunity Employer.

GMCT is a Supportive Employer of Australian Defence Force Reservists.



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- Outstanding skills in driving and facilitating complex transformation programs in collaboration with multiple internal and external stakeholders to meet and address current and emerging business needs; to high quality standards, within defined timeframes and within budget constraints.
- Demonstrated skills in analysis and reporting.
- Exceptional relationship and communication skills, including the ability to provide authoritative advice and to manage relationships, influence and negotiate at senior levels.
- Extensive knowledge of and proven experience in strategic stakeholder engagement.
- Exceptional written communication and interpersonal skills, including demonstrated ability to prepare and deliver technical and business papers, reports and proposals for all levels of GMCT and particularly for the executive and trust.
- Demonstrated excellence in management and leading, motivating and developing a team of professionals for performance outcomes.
- High level of interpersonal and communication skills and demonstrated ability to apply these with internal and external stakeholders.
- Proven capacity in the project management.

### ABOUT GMCT

At The Greater Metropolitan Cemeteries Trust we believe in caring for your loved ones with dignity and kindness. Our 18 cemeteries and memorial parks are maintained in perpetuity, giving you, your family and future generations peace of mind.

Each year, we help more than 11,000 families – of all cultures and faiths – plan and prepare for funeral, cremation, interment and memorial services. We are committed to maintaining these beautiful, restful and sustainable places to preserve and protect the memories and history they hold.