

JOB DESCRIPTION

Position Title	Senior Project Manager		
Position Number	23205	Location	Darwin
Designation	Band 4 Senior Manager Admin		
Reports To (Position Title)	Manager Assets and Engineering		
Northern Territory Government			
Information for Applicants	Applications must be limited to a one-page summary sheet and an attached resume/cv. For further information for applicants and example applications: click here		
Information about Selected Applicant's Merit	If you are selected and accept this position, a detailed summary of your merit (including work history, experience, qualifications, skills, information from referees, etc.) will be provided to other applicants, to ensure transparency and better understanding of the reasons for the decision. For further information: click here		
Organisational Context			
Territory Generation is a Government Owned Corporation that was formed in 2014. We produce approximately 1900GWh of electricity a year using gas, diesel and solar technologies to provide power to the people of the Northern Territory. Our vision is to be the Northern Territory's trusted and respected energy services business.			
Our actions, words and behaviours are guided by a core set of Values that form the foundation of everything we do. Our Values are Focus, Integrity, Respect, Safety, Teamwork. "FIRST"			
We recognise that individually, our employees offer unique value and perspective and we are committed to a workplace that supports people from all backgrounds.			
People Leader Responsibilities			
As a leader of people you are accountable for coaching, developing and leading your people to achieve agreed objectives which contribute to the shared vision for Territory Generation. You actively demonstrate the organisation's values and hold your team accountable for their performance and behaviour. Key responsibilities include:			
Focus	<ul style="list-style-type: none"> • Demonstrates a sound awareness of the Vision and objectives of the Corporation. • Place highest priority on organisational goals and anticipate effects of own area plans, actions and objectives on other departments. • Drive for results – ensure team goals and objectives link back to the organisational objectives and adjust with the needs of the business. • Establish and monitor performance objectives for self and subordinates which support the organisational goals. • Provide timely appropriate feedback on performance. Reinforce efforts and progress and ensure ineffective performance or behaviour is effectively managed. • Remain self-disciplined and calm under pressure, develop realistic timelines and action plans to achieve agreed goals; 		
Integrity	<ul style="list-style-type: none"> • Demonstrate the organisation's values. Help subordinates understand the organisation's vision and values and their importance; • Conduct business in line with the values and high ethical standards – considers values in all business interactions; • Ensures compliance with legal, governance and policy requirements; • Deliver on commitments – where commitments cannot be delivered on, communicates openly and honestly and sets new timelines for delivery. 		
Respect	<ul style="list-style-type: none"> • Actively listen and seek information to understand circumstances, problems, expectations or needs of team mates and subordinates to improve working relationships; • Actively support organisational goals and change initiatives – identify subordinate concerns and address in a timely manner; • Look for opportunities to reinforce and recognise the importance of accomplishment by individuals and teams in supporting the Values through their actions. 		
Safety	<ul style="list-style-type: none"> • Actively promote safe work behaviours to reinforce a positive safety culture • Ensure safety KPIs are established and achieved in own area; • Challenge unsafe behaviours and recognise good safety behaviours; • Monitor safety performance ensuring team takes ownership of their safety performance. 		

Teamwork	<ul style="list-style-type: none"> • Build positive working relationships within own team and other areas to help achieve team/department goals; • Coach and guide direct team to accomplish work and team objectives by setting specific performance goals and following up as necessary; • Encourages subordinates to be accountable and take responsibility for actions. • Take an active interest in the goals and progress of other departments/areas/teams. • Focus on personal growth and establish development plans to address gaps and which will help the achievement of performance goals.
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Role Responsibilities

You will manage all phases of the development and delivery of complex Capital Works and Operational projects throughout the Territory.

Your accountabilities include:

1. Provide high level professional advice to Executive Management on complex Capital Works and Operational projects throughout the Territory.
2. Develop project business cases, including complex cost estimations, which optimise the Corporation's asset portfolio, coordinate project evaluation and approval processes and stakeholder management activities.
3. Establish an excellent working relationship with the Client Business Units. Communicate effectively, both orally and in writing, on all matters relating to the Project, and provide high level assistance on related matters that may be required from time to time by Clients.
4. Assess the resources/skill needs required for the delivery of the Project, and arrange for those particular resources in-house or via external consultants as required.
5. Lead and manage multiple complex Design and Project Teams – incorporating internal and external resources.
6. Develop, implement and continuously improve Territory Generation's Project Management Policy, Framework, Procedures and Guidelines.
7. Lead and manage the scheduling of multiple projects using Microsoft project.
8. Carry out duties in accordance with Territory Generation's safety, environmental and quality policies, safety principles, corporate values and strategies.

Selection Criteria

Essential

1. High level ability to strategically manage all phases of the development and delivery of complex Capital Works and Operational projects throughout the Territory.
2. High level project management skills together with the ability to manage major projects and multi-faceted tasks involving other Business Units.
3. Ability to develop and successfully implement Construction delivery models and manage within a wide range of contracting methodologies at senior levels.
4. A high level of practical project cost estimation and scheduling skills.
5. High level leadership and managerial skills with proven ability to lead and advise staff on Professional and para-professional matters, delegate appropriate work, and effectively monitor performance.
6. High level oral and written communication and negotiation skills and the ability to communicate effectively with a diverse range of stakeholders and to interact effectively with people of diverse cultures and technical/commercial capabilities.
7. Ability to develop and retain strong professional working relationships and effectively negotiate with other colleagues within the Department, clients, the community and industry representatives (consultants and contractors).
8. Ability to carry out duties in accordance with Territory Generation's safety, environmental and quality policies and corporate values and strategies.

Desirable

1. Degree in Project Management, Engineering, Architecture or similar

Direct Reports

- Project Staff

Key Internal Relationships

- Manager Assets and Engineering
- Power Station Managers and staff
- Executive Leadership Team

Key External Relationships

- Consultants
- Suppliers
- PWC Networks & Gas Unit

**No. of Employees Reporting
(approx)**
REVIEW / AUTHORISATION
HR Review:
Date
Manager Assets & Engineering:
Date
**General Manager Assets and
Operations:**
Date
Pre-Employment medicals are a requirement for all Territory Generation positions
Apply online: <https://jobs.nt.gov.au/Home/JobDetails?rtfId=196009>
Closing Date: 27/09/2020