



Project Manager

- **2 year fixed term role**
- **Work for an environmentally sustainable company**
- **Located Melbourne CBD**

HVP Plantations is a successful privately owned manager of extensive timber plantations across Victoria.

People successful at HVP are self-motivated, innovative and thrive working in a small team and a fast paced environment. They value innovation, safety, environmental care and sustainability.

The Role

This newly created role reports to the IT Manager and is required to:

- Set up and manage a Project Management Office to support all company projects;
- Provide expertise to the business expert on project and change management;
- Project manage a major upgrade to the company's GIS and associated spatial services.

Key responsibilities for this role include:

- Providing expertise, support and tools to effectively design, implement and manage projects of varying scales, including training and support, system audits, reviews and other initiatives.
- Providing effective mechanisms and tools for project monitoring and reporting, resource prioritisation, documentation and change management.
- Project managing for the GIS upgrade.
- Ensuring effective communication of key project information to stakeholders, especially around change management.
- Building expertise within the company for future effective project management.

What you will need to succeed:

- Significant experience in:
 - Enterprise collaboration software such as Microsoft SharePoint 2016;
 - Microsoft Project 2016 or similar project management systems.
- A contemporary and successful track record in an equivalent role, with expertise in GIS projects being well regarded.

- Demonstrable experience in managing concurrent and complex projects across multiple geographies.
- Ability to proactively manage project risks and resolve issues quickly.
- Possess negotiation skills and technology confidence – be a patient, logical and analytical thinker.
- Excellent communication, listening & problem-solving skills.
- Relevant tertiary qualifications are desirable but not mandatory.

Need more info?

Feel free to request for a copy of the position description for more information.

Phone enquiries should be directed to Bruce Fowler on 03 9289 1410. Applications should be sent to jobs@hvp.com.au

Applications close Monday 10 August 2020.