



Club Capital Works Project Manager

- **Assist with the delivery of multiple projects within the capital works plan**
- **Newly Created Permanent Full-Time Position**
- **West Melbourne Location**

Greyhound Racing Victoria (GRV) regulates and promotes greyhound racing at the State level with animal welfare and integrity as its key priorities. GRV is committed to attracting, selecting and retaining the best calibre of people to achieve the highest level of performance and behavioural standards required for each position and are seeking a passionate and professional person to fill the role of Club Capital Works Project Manager.

Reporting to the Manager Facilities and Infrastructure, this role is responsible for proactively managing the capital works and infrastructure projects effectively at all 13 greyhound racing Clubs, and assist with the implementation of a number of redevelopment projects within GRV's \$35M 5 year capital works plan. This will include, but is not limited to greyhound racetracks, pavilions/ grandstands, trialling and training facilities and associated infrastructure works.

The position is also responsible for working closely with the Club Managers to oversee all project management aspects of a diverse range of infrastructure projects including scoping, concept planning, design, building/planning approvals and construction while providing necessary administrative functions required for budget and project status reporting and acquittal. It will require a number of projects to be delivered efficiently and in line with Club and organisational requirements.

To be successful in this role, you will have:

- Strong experience in managing capital works projects
- Sound budgeting and financial management skills
- Strong report writing skills
- Excellent stakeholder management skills with the ability to establish and maintain collaborative working relationships with internal and external stakeholders

For further information about the position please contact Robert Shaw – Chief Operating Officer (03) 8329 1106 or for a copy of the position description, please visit our website at www.grv.org.au

To apply for this position please submit your cover letter addressing the above selection criteria together with your resume by clicking on Apply for this job! Applications close on Friday 26 August 2016.

GRV is an EEO Employer

Employees must have the right to work in Australia

All offers of Employment will be subject to a satisfactory policy check