

Role Description

Construction Manager



Transport
for NSW

Cluster	Transport
Agency	Transport for NSW
Division/Branch/Unit	Infrastructure and Place / Southern Motorways
Location	Sydney
Classification/Grade/Band	TSSM
Role Number	TBC
ANZSCO Code	133211
PCAT Code	1229192
Date of Approval	April 2020
Agency Website	www.transport.nsw.gov.au

Agency overview

At Transport, we're passionate about making NSW a better place to live, work and visit. Our vision is to give everyone the freedom to choose how and when they get around, no matter where they live. Right now, we're delivering a \$55.6bn program – the largest Australia has ever seen – to keep people and goods moving, connect communities and shape the future of our cities, centres and regions. At Transport, we're also committed to creating a diverse, inclusive and flexible workforce, which reflects the community and the customers we serve.

Our organization, Transport for NSW – is comprised of numerous integrated divisions that focus on achieving community outcomes for the greater good and on putting our customers at the centre and our people at the heart of everything we do.

Infrastructure and Place

We are a trusted partner to our clients, developing and delivering smart, integrated and sustainable infrastructure and places that are valued by our customers and communities.

Primary purpose of the role

The Construction Manager is responsible for driving best practice construction and project management principles throughout the project, ensuring that a project management framework is consistently applied throughout, so that overall delivery is in line with time, cost and quality requirements.

Key accountabilities

- Manage the development of project proposals to ensure delivery of outcomes that satisfy customer needs, are compatible with land use development and provide integration across transport modes.
- Closely manage each construction phase to ensure that project is delivered to agreed standards, on time and within allocated budgets.
- Ensure project management framework is implemented and effectively applied across the project to ensure effective delivery.

- Manage the construction process to ensure that project is compliant with the relevant environmental approvals and with any relevant legislation and policy requirements.
- Collaborate with the relevant internal/external design team(s) to ensure design and specification documents support planning approval, cost planning, contract preparation and award and construction processes.
- Oversee all contract documents to ensure appropriate outcomes and to meet the requirements of product specifications (and related documents).
- Lead the coordination of contracted work to enable the best use of Roads and Maritime resources and contracted resources.
- Provide advice to the project team on all Construction/Project Management related matters, guiding and mentoring others to achieve maximum project efficiency.
- Provide detailed analysis and reporting throughout the project consulting with contractors, SMEs and other key stakeholders to ensure that appropriate plans are in place to manage risk.
- Manage project resources to ensure sound financial, technological and governance management, including budgeting, reporting and control.

Key challenges

- Balancing competing pressures on project scope, performance, cost, program and risk while meeting key stakeholder expectations and ensuring that all activities are underpinned by evidence based decisions to achieve sound outcomes.
- Keeping abreast of current and emerging best practice, changes in legislation, and technology that affect road design operations and implementing relevant policy and standards to meet these challenges.
- Managing several different stakeholders in a dynamic, ever-changing environment to efficient delivery of a design that is innovative and effective.

Key relationships

Who	Why
Internal	
Project Management Office	<ul style="list-style-type: none"> • Critical to successful delivery of project controls, financial support, enablers to support project development and delivery and technical experts.
Senior Project Manager / Project Manager	<ul style="list-style-type: none"> • Provide guidance and leadership throughout the project.
External	
Contractors	<ul style="list-style-type: none"> • Manage and monitor to ensure effective project delivery.

Role dimensions

Decision making

The Construction Manager is accountable for own decision making within agreed role scope. For more complex issues, decision making will be made in conjunction with line manager and other senior members of the project team.

Reporting line

This role reports to the Delivery Lead.

Direct reports

TBA.

Budget and expenditure

TBA.

Essential requirements




- Degree qualifications in engineering or a related discipline from an Australian University or equivalent.
- Demonstrated project management skills and experience and sound knowledge in the development, implementation in the delivery of large complex road and tunnel infrastructure.
- Demonstrated experience in or sound knowledge of the development, implementation and commissioning of operations and management control systems.
- Proven experience within a large complex organisation with sound knowledge of infrastructure development and delivery in the transport industry.
- Sound infrastructure project planning expertise with a record of success in dealing with Government agencies involved in planning approval and statutory processes.
- A current and valid Australian Drivers Licence is required.



Capabilities for the role

The NSW Public Sector Capability Framework applies to all NSW public sector employees. The Capability Framework is available at www.psc.nsw.gov.au/capabilityframework.

Capability summary

Below is the full list of capabilities and the level required for this role, the capabilities in bold are the focus capabilities for this role. Refer to the next section for further information about the focus capabilities.

NSW Public Sector Capability Framework		
Capability group	Capability name	Level
 Personal Attributes	Display Resilience and Courage	Advanced
	Act with Integrity	Adept
	Manage Self	Advanced
	Value Diversity	Intermediate
 Relationships	Communicate Effectively	Advanced
	Commit to Customer Service	Adept
	Work Collaboratively	Advanced
	Influence and Negotiate	Highly Advanced
 Results	Deliver Results	Advanced
	Plan and Prioritise	Advanced
	Think and Solve Problems	Highly Advanced
	Demonstrate Accountability	Advanced

NSW Public Sector Capability Framework		
Capability group	Capability name	Level
 Business Enablers	Finance	Adept
	Technology	Adept
	Procurement and Contract Management	Advanced
	Project Management	Highly Advanced
 People Management	Manage and Develop People	Adept
	Inspire Direction and Purpose	Advanced
	Optimise Business Outcomes	Advanced
	Manage Reform and Change	Adept

Focus capabilities

The focus capabilities for the role are the capabilities in which occupants must demonstrate immediate competence. The behavioural indicators provide examples of the types of behaviours that would be expected at that level and should be reviewed in conjunction with the role's key accountabilities.

NSW Public Sector Capability Framework		
Capability group	Capability name	Level
Personal Attributes Display Resilience and Courage	Advanced	<ul style="list-style-type: none"> Stay calm and act constructively in highly pressured and unpredictable environments. Give frank, honest advice in the face of strong, contrary views. Accept criticism of own ideas and respond in a thoughtful and considered way. Welcome new challenges and persist in raising and working through novel and difficult issues. Develop effective strategies and show decisiveness in dealing with emotionally charged situations, difficult and controversial issues.
Personal Attributes Manage Self	Advanced	<ul style="list-style-type: none"> Act as a professional role model for colleagues, set high personal goals and take pride in their achievement. Actively seek, reflect and act on feedback on own performance. Translate negative feedback into an opportunity to improve. Maintain a high level of personal motivation. Take the initiative and act in a decisive way.
Relationships Communicate Effectively	Highly Advanced	<ul style="list-style-type: none"> Present with credibility, engage varied audiences and test levels of understanding. Translate technical and complex information concisely for diverse audiences. Create opportunities for others to contribute to discussion and debate. Actively listen and encourage others to contribute inputs. Adjust style and approach to optimise outcomes. Write fluently and persuasively in a range of styles and formats.

NSW Public Sector Capability Framework

Capability group	Capability name	Level
Relationships Influence and Negotiate	Highly Advanced	<ul style="list-style-type: none"> • Influence others with a fair and considered approach and present persuasive counter-arguments. • Work towards mutually beneficial win/win outcomes. • Show sensitivity and understanding in resolving acute and complex conflicts. • Identify key stakeholders and gain their support in advance. • Establish a clear negotiation position based on research, a firm grasp of key issues, likely arguments, points of difference and areas for compromise. • Pre-empt and minimise conflict within the organisation and with external stakeholders.
Results Deliver Results	Advanced	<ul style="list-style-type: none"> • Drive a culture of achievement and acknowledge input of others. • Investigate and create opportunities to enhance the achievement of organisational objectives. • Make sure others understand that on-time and on-budget results are required and how overall success is defined. • Control output of business unit to ensure government outcomes are achieved within budget. • Progress organisational priorities and ensure effective acquisition and use of resources. • Seek and apply the expertise of key individuals to achieve organisational outcomes.
Results Think and Solve Problems	Highly Advanced	<ul style="list-style-type: none"> • Undertake objective, critical analysis to draw accurate conclusions that recognise and manage contextual issues. • Work through issues, weigh up alternatives and identify the most effective solutions. • Take account of the wider business context when considering options to resolve issues. • Explore a range of possibilities and creative alternatives to contribute to systems, process and business improvements. • Implement systems and processes that underpin high quality research and analysis.
Business Enablers Project Management	Highly Advanced	<ul style="list-style-type: none"> • Prepare clear project proposals and define scope and goals in measurable terms. • Establish performance outcomes and measures for key project goals, and define monitoring, reporting and communication requirements. • Prepare accurate estimates of costs and resources required for more complex projects. • Communicate the project strategy and its expected benefits to others. • Monitor the completion of project milestones against goals and initiate amendments where necessary. • Evaluate progress and identify improvements to inform future projects.

NSW Public Sector Capability Framework

Capability group	Capability name	Level
People Management Inspire Direction and Purpose	Advanced	<ul style="list-style-type: none">• Promote a sense of purpose and enable others to understand the links between government policy and organisational goals.• Build a shared sense of direction, clarify priorities and goals and inspire others to achieve them.• Work with others to translate strategic direction into operational goals and build a shared understanding of the link to core business outcomes.• Create opportunities for recognising and celebrating high performance at the individual and team level.• Work to remove barriers to achievement of goals.