



Catholic Education Sandhurst Limited

Diocese of Sandhurst

PROJECT MANAGER Capital Building Projects

Catholic Education Sandhurst Ltd (CES Ltd) is seeking a Project Manager – Capital Building Projects to join the Capital Planning and Infrastructure team in Tatura or Wangaratta. This role is responsible for providing support to schools with their planning, management, and reporting of capital works projects as well as responsive and preventative maintenance.

Providing support and advice to Sandhurst Catholic Schools across Northeast Victoria you will bring:

- A thorough and demonstrated understanding of project management, and budget management in a building, construction, or infrastructure setting.
- A strong understanding of the OH&S Act, Labour Hire Licensing Act, Building Codes, and Best Practice.
- Experience in interpreting and applying legislation and compliance requirements in particular building/planning permits and regulations.
- Exceptional communication and negotiation skills.

What CES Ltd can offer you:

- More time for you and your family with 6 weeks of leave per year.
- Work part-time (0.8 FTE) or 4 days per week.
- Attractive remuneration commensurate with experience.
- Provision of a fully maintained motor vehicle.

The Catholic Education Office Sandhurst (CEOS) Team comprises approximately 100 employees working across 7 key divisional areas, supporting over 50 schools within the Sandhurst Diocese and is based across Bendigo, Tatura, and Wangaratta. We are a supportive and friendly team who are committed to working collaboratively with our schools to achieve the best outcomes for our students.

**Closing Date for Applications:
4.00 pm Monday 20 February 2023**

**For more details about the role please download the position description from
www.ceosand.catholic.edu.au**

**Please email your cover letter, resume and your responses to the key selection
criteria to recruitment@ceosand.catholic.edu.au**

**CES Ltd embraces diversity and social inclusion
and encourages people from diverse backgrounds to apply.**

We are committed to promoting the safety, wellbeing, and inclusion of all children.