

Senior Project Officer - Capital Works

Gumala Aboriginal Corporation (GAC) is the seventh largest indigenous corporation in Australia and the largest indigenous corporation in the Pilbara region of Western Australia. GAC is seeking an experienced and motivated professional to fill this important project delivery position.

Reporting to the Community Development Manager, the Senior Project Officer – Capital Works will work alongside the Senior Project Officer – Housing and Works to deliver key projects for GAC.

To be considered for the position, you will have proven experience in the delivery of projects in the building / construction sector. You will have had exposure to the design process, as well as a solid understanding of contract tendering, award and ongoing administration.

To be successful in this position you will require:

- Previous experience in a similar position
- The ability to provide expert advice to fellow employees
- Project management experience
- Procurement and contract management expertise
- Excellent communication skills, both written and verbal;
- Professional demeanour and a high level of integrity, tact, discretion and confidentiality;
- Demonstrated experience in or willingness to engage with Indigenous people and an understanding of Indigenous development issues

Full details of the primary functions of this position can be viewed by downloading the Position Description at <http://www.gumala.com.au/about-us/careers/>

Based in Perth, the role will require occasional travel to Pilbara destinations.

In return for your skills and experience we can provide you with a competitive remuneration package of between \$85-95K. An immediate start is available to the right applicant

Applications, including a cover letter should be emailed to: jobs@gumala.com.au Further information and confidential enquiries can be made by calling Simon Biss, Community Development Manager on (08) 9423 4500.

**Closing date for applications is strictly COB
Wednesday 29th February 2012.**