

SENIOR PROJECT MANAGER (CONSTRUCTION) – SEAFARERS BUILDING

Position Level: L6

Location: Port Hedland

Effective Date: March 2026

Responsibilities

The Senior Project Manager (Construction) – Seafarers Building’s key responsibility is for the development, execution and management of the construction of the new Port Hedland Seafarers Centre.

The Senior Project Manager (Construction) may also be required to assist or manage other projects on an ad hoc basis as required.

Reporting

The Senior Project Manager reports to the Principal Project Manager – East.

Accountabilities

Result Area	Major Activities
1. Safety and People:	<ul style="list-style-type: none"> • Further a safe, inclusive, and collaborative workplace, that supports the mental health and wellbeing of self, and others. • Identify actions and changes leading to continuous improvement of safe work environments; both physically and psychologically. • Lead and implement practices that improve safety and inclusion as outlined in the Leadership Capability Framework.
2. Integrated Management Systems:	<ul style="list-style-type: none"> • Develop and oversee the systems that ensure Pilbara Ports complies with all applicable codes, as well as its legal and statutory requirements. • Comply with and demonstrate a positive commitment to organisational processes and ISO Management Systems including Quality, Environment, Safety and Information Security.
3. Project Management:	<ul style="list-style-type: none"> • Ensure projects are delivered in accordance with Pilbara Ports’ Project Management Framework • Manage project stakeholders to ensure project requirements and risks are identified, defined and managed during the project planning and execution phases. • Prepare budget schedules and plans for projects to ensure effective monitoring and progress reporting. • Ensure works are completed safely, ensuring that standards for environmental and quality requirements are met. • Undertake regular inspection, auditing and active and anticipatory management of all relevant issues and risks. • Conduct periodic compliance audits, ensuring consultation with the Safety, Security and Environmental teams.
4. Contractor and Consultant Management:	<ul style="list-style-type: none"> • Manage the procurement process including definition of scope of works and technical requirements, risk assessment, tender evaluation and contract award recommendation.

	<ul style="list-style-type: none"> • Manage and administer agreements with contractors, consultants and suppliers as required. • Assess and manage progress and variation claims to ensure control over allocated budget and timeframes. • Fulfil site supervision / Superintendent's Rep duties as required including monitoring and reporting on construction works and liaising between the Contractor and Superintendent. • Ensure construction works are completed safely through active management of all safety issues. • Attend site on a daily basis, attending contractor's daily pre-start meetings (where reasonable), and other relevant meetings • Manage contracts to ensure compliance with scope, safety, budget, quality and timeframes. • Conduct periodic compliance audits to ensure effective delivery of projects and/or proposals.
5. Document Management:	<ul style="list-style-type: none"> • Compile reports for monitoring and reporting on Seafarers Centre construction including monthly project status, forecasts, scope schedule and budget. • Consolidate and analyse information and prepares reports to the Taskforce, Board, Executive Committee, and Working Groups, including milestone summaries, key issues, risks, benefits, summary of costs incurred, and forecasts.
6. Leadership:	<ul style="list-style-type: none"> • Provide direction and support to project stakeholders to drive progress and completion of projects. • Initiate and contribute to organisational improvement and innovation.
7. Other Duties:	<ul style="list-style-type: none"> • Other ad-hoc duties as directed by the Principal Project Manager – East and Project Delivery and Engineering Manager. • Ability to work outside of normal business hours may be required to meet operational requirements from time to time.

Selection Criteria

Qualifications:

The successful applicant will have a tertiary qualification in Construction Management or related discipline, or extensive Construction Supervisor experience, with a minimum of 5+ years' experience in construction project management with a proven track record of successful commercial project delivery of projects valued at or over \$15M.

Personal Attributes:

- Exhibit behaviours that align with Pilbara Ports' values of Safety, Excellence, Teamwork, Integrity, and Care.
- Demonstrated commitment to an inclusive work culture that encourages diversity.
- Solutions focused individual who likes to be challenged by complex problems.
- A collaborative leadership style that engages others and encourages groups to work together to achieve outcomes.

Work Related Requirements:

- Experience working for a Head Contractor or Developer in a construction management role.
- Proficient in MS Office and MS Project and experience using Aconex preferred.
- Strong knowledge of, and ability to ensure compliance with Australian Standards, Australian Building Construction Board, NCC and local authority requirements.
- Demonstrated commercial acumen including the ability to manage different forms of contracts, including the management of SOPA requirements..
- Strong knowledge of commercial construction process, techniques and materials.
- Ability to assess and solve problems quickly and effectively.
- In depth understanding of safety protocols and regulations in construction.
- Preparedness and understanding of managing diverse multi-disciplinary projects that are delivered on time and within budget whilst ensuring stakeholder satisfaction.
- Strong verbal, written and interpersonal communication skills including the ability to liaise effectively with and influence a diverse range of project stakeholders and produce project reports to a high standard.
- Knowledge of infrastructure and construction issues associated with the construction industry in the northwest of Western Australia would be advantageous.

Sound computing skills, as well as the ability to gain a Maritime Security Identification Card, and WA Driver's License are prerequisites for positions with Pilbara Ports.