



Hope Presbyterian Building Programme Client Project Manager Vacancy

Hope Presbyterian is seeking a suitable Client Project Manager (CPM) to be the link between the Project Steering Committee (PSC) and the Main Contractor(s) and Volunteers who are building what is specified in the plans and specifications for West Melton Stage 2 and the complete Rolleston project. West Melton Stage 2 build is expected to start around mid-2019; Rolleston some time in 2020.

The CPM has overall responsibility for the successful execution, monitoring, control and completion of the project, and who can effectively discharge these functions in the best interests of Hope Presbyterian. The CPM reports to the PSC.

Key Attributes

To be successful, the CPM shall possess the following attributes:

- Understands financial and risk considerations
- Promotes a positive and open building site environment
- Has the ability to lead, inspire and direct a cohesive team in a building context
- Has relevant building industry technical knowledge and experience
- Has an extensive and working knowledge of design, engineering, construction, procurement, and industry standards and practices
- Has proven success in the project management significant building projects
- Communicates openly, consistently and effectively
- Anticipates problems and is open-minded to solutions
- An effective and practical problem solver
- Has a heart for seeing the extension of the Kingdom of God

Key Deliverables

- Manage the project so that it meets the budget and timeline as approved by the PSC.
- Receive and approve the Specific Site Safety Plan from the main contractor(s)
- Ensure that all H&S hazards and risks are both pre-planned for and managed appropriately with a target of zero significant H&S incidents.
- Monitor the project on an ongoing regular basis
- Maintain written records of progress, cost, and quality. To ensure any concerns or non-adherence to plans are escalated to the Capital Governance group and/or PSC where necessary.
- Report to the PSC monthly and in writing covering all key aspects of the project.

Applications by way of letter and CV to david.dally@hopechurch.net.nz are invited from suitably qualified persons and close on 21 December 2018. Copies of the actual project plans and a full role description are available on request.

A suitable employment agreement/contract and conditions will be negotiated with the successful applicant.