



## Job Profile

# Senior Project Manager

Group: General

## Job Summary

| To be completed by People and Culture team                                                       |                                      |                    |            |
|--------------------------------------------------------------------------------------------------|--------------------------------------|--------------------|------------|
| Job Family                                                                                       | Portfolio & Project Management       | Career Stage       | F          |
| Job Function                                                                                     | Technical Project/Program Management | Career Stream      | Leadership |
| Coverage<br><small>EA = Enterprise Agreement<br/>ICE = Individual Contract of Employment</small> | EA/ICE                               | Last Modified Date | 10/07/2026 |
| To be completed by Manager ~ (Team Size relates to People Leadership)                            |                                      |                    |            |
| Work Environment                                                                                 | Hybrid                               | Team Size          | 3+         |
| People Leader                                                                                    | No                                   | Indirect Team Size | 20+        |

## Who we are.

At Sydney Water, we exist for our customers. We're more than 3,500 people working together, striving to do more and be better—better for the environment, our customers, our people, and our water. Our people are passionate about working together, and driving agility, accountability, innovation, sustainability, and exceptional customer experiences.

Sydney Water is the main provider of water, wastewater, recycled water, and stormwater services in Greater Sydney. Our employees are dedicated to our customers, ensuring services are reliable and affordable, we are proactive and easy to engage with, forward-thinking, and environmentally focused.

Working with us means helping to provide essential services, safeguarding Sydney's future with a sustainable water supply, and protecting our iconic waterways. Our strategy guides our journey to enhance customer outcomes and continue delivering robust services to our city into the future.

## Job Purpose

Lead the successful delivery of a portfolio of projects by providing leadership, governance oversight, and resource management to ensure project outcomes are achieved within agreed scope, schedule, budget, quality, and risk parameters. Drive delivery excellence through effective stakeholder engagement, cross-functional collaboration, capability development, and continuous improvement.



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| <p><b>Job Specific</b></p> | <ul style="list-style-type: none"> <li>• Lead the successful delivery of projects, ensuring outcomes are achieved within approved scope, schedule, budget, quality, safety, and business case requirements.</li> <li>• Provide leadership, coaching, and performance management to project resources and delivery teams, ensuring capability, accountability, and delivery excellence.</li> <li>• Develop and oversee project delivery strategies, plans, resource requirements, schedules, and delivery roadmaps to support the achievement of project and business objectives.</li> <li>• Lead project governance, assurance, and approval activities, including status reporting, decision management, escalation management, and compliance with organisational standards and regulatory requirements.</li> <li>• Monitor project performance against key milestones, deliverables, budgets, benefits, and success measures, proactively addressing variances and driving corrective action where required.</li> <li>• Lead the identification, and management of strategic project risks, implementing mitigation strategies to minimise impacts on delivery outcomes.</li> <li>• Undertake complex analysis and develop business cases, options assessments, and delivery recommendations to support decisions and project prioritisation.</li> <li>• Build, lead, and foster high-performing multidisciplinary project teams and delivery partnerships that effectively collaborate to achieve project outcomes.</li> <li>• Develop and maintain strong relationships with internal and external stakeholders, delivery partners, contractors, regulators, government agencies, and community representatives to support successful project delivery.</li> <li>• Represent projects in governance forums, executive briefings, industry forums, community engagements, and external stakeholder meetings.</li> <li>• Effectively manage project interfaces, ensuring effective coordination across business units, programs, operational teams, and external delivery partners.</li> <li>• Oversee contractor, consultant, and supplier performance to ensure contractual obligations, project requirements, commercial outcomes, and performance expectations are achieved.</li> <li>• Manage project financials, ensuring expenditure remains aligned with approved funding and business objectives.</li> <li>• Ensure Quality, Workplace Health and Safety, Environmental, Emergency Response, sustainability, and compliance requirements are effectively planned, managed, and monitored throughout all phases of project delivery.</li> <li>• Ensure project approvals, planning requirements, and sustainability obligations are identified and achieved to support successful delivery and compliance outcomes.</li> <li>• Lead the resolution of complex issues that may impact project performance or delivery outcomes.</li> <li>• Ensure defects, commissioning activities, operational readiness, handover, and close-out requirements are effectively managed and completed in accordance with project objectives.</li> <li>• Ensure projects deliver the intended business value, benefits, and operational outcomes, supporting successful implementation, adoption, and transition into business-as-usual operations.</li> <li>• Drive continuous improvement in project delivery practices, governance frameworks, delivery methodologies, and team capability to improve organisational project performance and outcomes.</li> <li>• Maintain high-quality project documentation, records, reporting, and assurance artefacts to support transparency, auditability, and effective decision-making.</li> </ul> |
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## Role Requirements

### Education / Qualifications

|          |                                                                                                |
|----------|------------------------------------------------------------------------------------------------|
| Required | <ul style="list-style-type: none"> <li></li> </ul>                                             |
| Desired  | <ul style="list-style-type: none"> <li>Tertiary qualifications in a relevant field.</li> </ul> |

### Certifications / Licences

|          |                                                    |
|----------|----------------------------------------------------|
| Required | <ul style="list-style-type: none"> <li></li> </ul> |
| Desired  | <ul style="list-style-type: none"> <li></li> </ul> |

### Experience

|          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
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| Required | <ul style="list-style-type: none"> <li>Significant experience delivering complex projects within scope, schedule, budget, quality, safety, and governance requirements.</li> <li>Experience leading and developing multidisciplinary project teams to achieve business and project outcomes.</li> <li>Proven experience managing project governance, financial performance, commercial arrangements, risks, and stakeholder relationships within a complex environment.</li> <li>Experience developing business cases, delivery strategies, project plans, and reporting frameworks to support investment and delivery decisions.</li> <li>Experience managing contractors, consultants, and delivery partners to achieve contractual and performance outcomes.</li> <li>Demonstrated ability to influence senior stakeholders and drive outcomes across organisational and external partner networks.</li> </ul> |
| Desired  | <ul style="list-style-type: none"> <li></li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

## Capabilities and Skills

The capability and skill requirements for this role are identified in the skills profile listed below. This is comprised of Enterprise Capabilities, that are essential for all roles and functional skills, which are specific to each role.

| Enterprise Capabilities (C-E)                                         |                                                                                                                                                                                      |                              |                      |
|-----------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|----------------------|
| Capability                                                            | Descriptor                                                                                                                                                                           |                              |                      |
| Accountability                                                        | Ensures that own actions and those of others are focused on achieving goals and owning the outcome, in a safe, inclusive collaborative way.                                          |                              |                      |
| Agility                                                               | Adapts readily to change and encourages alternative views by using a range of interpersonal communication skills. Develops and coach's others while being aware of impact on others. |                              |                      |
| Innovation                                                            | Develops innovative outcomes to solve problems in ways that are not immediately evident and encourages new ideas and thinking in others.                                             |                              |                      |
| Functional Skills                                                     |                                                                                                                                                                                      |                              |                      |
| Skill                                                                 | Priority                                                                                                                                                                             | Essential<br>or<br>Desirable | Proficiency<br>level |
| Project Management                                                    | 1                                                                                                                                                                                    | Essential                    | Advanced             |
| Stakeholder Management                                                | 2                                                                                                                                                                                    | Essential                    | Advanced             |
| Project Risk Management                                               | 3                                                                                                                                                                                    | Essential                    | Advanced             |
| Project Schedules                                                     | 4                                                                                                                                                                                    | Essential                    | Advanced             |
| Project Cost Management                                               | 5                                                                                                                                                                                    | Essential                    | Advanced             |
| Governance                                                            | 6                                                                                                                                                                                    | Essential                    | Advanced             |
| Influencing Skills                                                    | 7                                                                                                                                                                                    | Essential                    | Advanced             |
| Interpersonal Communication                                           | 8                                                                                                                                                                                    | Desirable                    | Advanced             |
| Business Writing                                                      | 9                                                                                                                                                                                    | Desirable                    | Advanced             |
| Change Management                                                     | 10                                                                                                                                                                                   | Desirable                    | Advanced             |
| Proficiency Level Descriptors                                         |                                                                                                                                                                                      |                              |                      |
| Developing - Building practical experience, needs continued coaching. |                                                                                                                                                                                      |                              |                      |
| Intermediate - Independent execution, minimal guidance.               |                                                                                                                                                                                      |                              |                      |
| Advanced - Fully independent execution, coaches' others.              |                                                                                                                                                                                      |                              |                      |
| Mastery - Strategic, sought as expert internally and externally.      |                                                                                                                                                                                      |                              |                      |

## Additional notes

Sydney Water takes the safe provision of its services to the public and the protection of its information assets extremely seriously. As a Sydney Water employee, you are required to understand your obligations under the [Acceptable Use of Information Technology Policy](#) and how Sydney Water's Information Technology is to be used. You must also help keep your workplace secure by ensuring you do not enable non-authorised people access to sites, maintain the integrity of locked entries and exits, and where appropriate, alarms being engaged.

Sydney Water requires all users to embrace and adhere to all enterprise and protective security policies, awareness programs and frameworks for Sydney Water assets.