# Position Details

## General Management – CSOF7

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| The following information is for applicants | |
| Advertised Job Title | Executive Project Manager – RVI Projects |
| Job Reference | 87753 |
| Tenure | Specified Term of 3 years - Full-time |
| Salary Range | AU$141k to AU$157k per annum, plus up to 15.4% super  *With market-competitive salary negotiable* |
| Location(s) | Hobart, TAS preferred (other locations will be considered) |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | Australian or New Zealand Citizens and Australian Permanent Residents |
| Position reports to the | MNF Facilities Program Director |
| Client Focus – Internal | 60% |
| Client Focus – External | 40% |
| Number of Direct Reports | 1 |
| Enquire about this job | Sam Hinton via email [Sam.Hinton@csiro.au](mailto:Sam.Hinton@csiro.au) or phone 03 6232 5328 |
| How to apply | Apply online at <https://jobs.csiro.au/>  Internal applicants please apply via **Jobs Central**  If you experience difficulties when applying, please email [careers.online@csiro.au](mailto:careers.online@csiro.au) or call 1300 984 220. |

**Acknowledgement of Country**

CSIRO acknowledges the Traditional Owners of the land, sea and waters, of the areas that we live and work on across Australia. We acknowledge their continuing connection to their culture and pay our respects to their Elders past and present. View our [vision towards reconciliation](https://www.csiro.au/en/about/Indigenous-engagement/Reconciliation-Action-Plan).

### Background

Funded by Government since 1984, the Marine National Facility (MNF) provides a keystone element of the nation’s research infrastructure by providing the only blue-water research capability available for work in Australia’s vast marine estate.

Scientific research undertaken through the MNF is selected through an independent and peer reviewed process for scientific and technical excellence and contribution to Australia’s national benefit. The research provides key information to government, industry and other stakeholders to support evidence-based decision-making focused on research challenges in fisheries management, geological resources, regional and global climate, coastal and offshore developments and marine operations.

**Research Vessel**

The 94m Research Vessel, *Investigator*, undertakes multidisciplinary research in the oceans and seas around Australia. RV *Investigator* was built and commissioned in 2014 and is capable of delivering up to 300 research days each year. The vessel has a crew of 20, it can carry up to 40 scientists and technicians and has an autonomy at sea of 60 days and 10,000 nautical miles, enabling research to be carried out in remote regions from the tropics to the ice-edge. For further information about the MNF visit our website at <https://mnf.csiro.au/>.

### Role Overview

Reporting to the MNF Facilities Program Director, the Executive Project Manager – RVI Projects, will manage delivery of the following critical projects:

1. Ship Management Contract Request for Tender
2. RVI Mid-Life Refit; and
3. Other projects as required

Since 1984, CSIRO has contracted third parties to provide services in connection with vessel crewing, technical maintenance, insurance and other specific marine industry services required to enable CSIRO to operate its vessels in accordance with applicable legal requirements and marine industry standards (Ship Management Contract). The current Ship Management Contract is due to expire in June 2023. As a Commonwealth Entity, CSIRO is required to undertake a competitive Request for Tender (RFT) process for the next contract. The Executive Project Manager will be required to oversee the RFT project, working in close collaboration with CSIRO’s enterprise Support Services and MNF teams to deliver.

RVI will undertake a mid-life refit in 2024 to extend the service life by a further 15 to 20 years. The project involves planning and implementation of the mid-life refit requirements, covering system improvements, upgrades and new capability critical to vessel operations, scientific capabilities, habitability and environmental footprint. The Executive Project Manager will be responsible for scoping, procurement, installation and commissioning activities to ensure the success of the project. It will require extensive consultation with RVI users, the Ship Management Company and CSIRO technical teams.

### Duties and Key Result Areas

* Lead, plan and manage critical RVI projects, including the Ship Management Contract Request for Tender and the RVI mid-life refit.
* Provide effective and strong leadership to ensure achievement of project outcomes.
* Utilise CSIRO systems and reporting to provide full project planning, scheduling, control and monitoring of work scope, budgets and on time performance.
* Build strong client relationships to determine strategic needs.
* Manage conflicting requirements, and promptly correct problems or facilitate solutions.
* Communicate openly, effectively and respectfully with all staff, clients, the public and suppliers in the interests of good business practice, collaboration and enhancement of CSIRO’s reputation.
* Adhere to the spirit and practice of CSIRO’s Code of Conduct, Health, Safety and Environment plans and policies, Diversity initiatives and Zero Harm goals.
* Other duties as directed. The duties of the Executive Project Manager are not limited to the above and a flexible approach and ability to adapt to an evolving situation is required.

## **Selection Criteria**

#### Essential

*Under CSIRO policy only those who meet all essential criteria can be appointed.*

1. Tertiary qualifications and/or extensive demonstrated experience in Engineering, Ship Management, Project Management or similar disciplines.
2. Demonstrated marine experience, with a sound knowledge of Flag, Class, State and other maritime compliance requirements.
3. Demonstrated experience managing vessel dry docking projects.
4. A proven ability to lead and oversee complex projects in a dynamic team environment, including the ability to effectivelymanage competing priorities.
5. A proven record of effective stakeholder management across a broad range of technical and support areas, both internal and external.
6. Demonstrated history of anticipating and successfully managing complex problems in ambiguous situations.
7. A proven record of effective team management, previousaccountability for a small project team, strong communication skills and the capability to motivate staff*.*

## **Desirable**

1. Experience and knowledge of the conduct of blue water marine research and/or seagoing experience.

## **Required Competencies**

* **Teamwork and Collaboration:** Creates and fosters an environment in which there is a high level of cooperation within and between teams. Facilitates positive team relationships to build organisational interaction across CSIRO.
* **Influence and Communication:** Uses complex influencing strategies, for example, assembling strategic coalitions, building behind the scenes support and the tactical use of information to gain support.
* **Resource Management/Leadership:** Provides leadership that fosters an environment that encourages new ideas and provides support for the development of emerging skills. Creates trust by displaying consistency and understanding through integrity and patience. Plans, seeks, allocates and monitors resources to achieve outcomes.
* **Judgement and Problem Solving:** Anticipates and manages problems in ambiguous situations. Develops and selects an appropriate course of action and provides for contingencies. Evaluates, interprets and integrates complex bodies of information and draws logical conclusions, synthesises proposals and defends options with reasoned arguments.
* **Independence:** Commits significant resources in the face of uncertainty and takes calculated risks to improve performance and achieve challenging goals. Uses personal energy to drive change strategies. Formulates and implements contingency plans to minimise the impact of potential risks. Accepts personal responsibility for the outcomes of decisions/risks taken.
* **Adaptability:**Is flexible in response to external change or when faced with external constraints. Identifies and promotes the opportunities arising as a result of change.

Special Requirements

**The successful candidate will be:**

**•** Asked to obtain and provide evidence of a National Police Clearance or equivalent. Please note that individuals with criminal records are not automatically deemed ineligible. Each application will be considered on its merits.

**•** Able and willing to work flexible hours and undertake occasional travel.

* Have the ability to obtain a Maritime Security Identification Card.

## **About CSIRO**

We solve the greatest challenges through innovative science and technology. Visit [CSIRO Online](http://www.csiro.au/) for more information.

CSIRO is a values-based organisation.  In your application and at interview you will need to demonstrate behaviours aligned to our values of:

* People First
* Further Together
* Making it Real
* Trusted