









Principal Supervisor (AO6), QBuild

Department of Housing, Local Government, Planning and Public Works

 Role type Permanent, Flexible full-time	 Job ad reference QLD/577078/24
 Annual salary \$114,625 to \$122,400 p.a. <small>(Based on a full-time, annual arrangement which does not include employer superannuation contributions of up to 12.75% and annual leave loading)</small>	 Closing date Monday, 29 th July 2024
 Division Public Works	 Working relationships Reports to: Senior Delivery Manager Direct reports:4 Team size: 4
 Location Mackay	 Contact Name: Troy Palmer Ph:0428 751 886

About the Department

As a valued employee in the Department of Housing, Local Government, Planning and Public Works, you will play a vital role in delivering a range of services that make a real difference to the lives of Queenslanders.

Your role will support the department to provide housing assistance, homelessness support services, local government support and advice, state and regional planning, public works building and design and industry regulatory reform.

You will work in an organisation that is focussed on reframing the department's relationship with Aboriginal and Torres Strait Islander peoples, communities, and organisations through the Path to Treaty, Closing the Gap and building our cultural capability.

Find out more about us, and what we do on our website www.housing.qld.gov.au.

What we offer

As an employee, you will have access to generous leave entitlements, flexible work options and health and wellbeing programs for a balanced life.

With generous salary packaging and access to a range of learning and development opportunities you will be able to grow and develop your career.

We are committed to a culture that promotes human rights where people feel safe, respected, valued and engaged.

We are proud to be a White Ribbon Accredited Workplace that promotes respectful relationships and

gender equality and demonstrates a zero tolerance for aggression and violence.

The Department of Housing, Local Government, Planning and Public Works is passionate about providing equality of employment opportunities and embracing diversity to the benefit of all. We actively encourage applications from people with diverse backgrounds.

The role

We are looking to find the person best suited for the role and will be considering your knowledge, skills, experience, potential for development and future contribution to the department as well as your personal qualities and how they contribute to building a diverse workforce that reflects the Queensland community.

The primary purpose of the position is to manage and coordinate project planning and service delivery activities, providing technical supervision and expertise in the delivery of quality, time and cost-effective service maintenance, upgrade and construction services to QBuild partners.

The position supervises a team of staff.

What you will be doing

- Planning and delivering projects and programs for partner agencies ensuring value for money, efficiencies and determined outcomes are achieved.
- Providing a high level of supervisory services in respect to the planning, procurement and delivery of construction, maintenance and upgrade work undertaken by QBuild.
- Managing regional resources to effectively deliver construction maintenance and upgrade projects ensuring compliance with relevant legislation, policies and practices.
- Monitoring and reviewing project standards using effective work order management techniques that monitor and report to stakeholders on the status and quality of service, project delivery and expenditure, and achieve compliance with industry best practice and agreed cost and time parameters.
- Development and implementation of required procurement frameworks and associated procedures to ensure efficient and effective contract management and administration is delivered across the region
- Managing the delivery of a program of construction and / or maintenance projects, particularly those deemed high risk, significant or complex in nature
- Discharging the duties of superintendent's representative for all trade or sub-contracts.
- Developing and enhancing client relationships through effective communication, sound negotiation and successful project and program delivery.
- Enhancing the technical and construction project management and / or program maintenance skills of supervisors through strategic developmental opportunities.
- Maintaining a healthy and safe work environment, ensuring compliance with current human resource practices and principles, including employment equity anti-discrimination and workplace health and safety.
- Proactively manage the work performance and personal conduct of your staff.

What we are looking for

- Thorough knowledge of the Building Construction Industry, including quality assurance, building project management and contract administration.

Mandatory requirements

- Nil.

How to apply

You can apply for this role by providing your current resume via the Smart jobs and careers website www.smartjobs.qld.gov.au.

If you experience any difficulties submitting your application:

- Prior to closing – contact 13 QGOV (13 74 68)
- After closing – contact the person on this role description.

Pre-employment checks

Pre-employment checks will occur prior to any offer of employment being made. Checks may include:

- referee check
- criminal history check
- serious discipline history declaration
- proof of eligibility for appointment to the Queensland public sector
- Working with children (Blue card)
- proof that mandatory requirements have been met.

Further information

- Further information about the department and the recruitment and selection process can be found in the accompanying Applicant Guide.
- Applications will remain current for a period of up to 12 months after the closing date of the vacancy and may be considered for other identical or similar vacancies which may be available.

Leadership competencies

It is recognised that everyone is a leader regardless of classification level. Refer to the [Team Leader](#) stream of the [Leadership competencies for Queensland](#) framework to understand the expectations for this role.