

Project Manager (Digital Solutions)

Hays • Victoria VIC



Base pay

\$500 - \$1,000 / day



Work type

Full time



Contract type

Permanent

Perks

WORK FROM HOME

TRAINING

Skills

CHANGE MANAGEMENT

PROJECT MANAGEMENT

MICROSOFT SHAREPOINT

INFORMATION SECURITY

OUTSTANDING COMMUNICATION

PROJECT LIFECYCLE

PROJECT PLANS

SYSTEMS DEVELOPMENT

USER ACCEPTANCE

Full job description

Your new company

HAYS Technology is currently partnered with the largest vocational education provider in regional Victoria to recruit a **Coordinator/ Project Manager - Digital Solutions** working in a Hybrid model from anywhere in Victoria.

Your new role

Project Manager will be managing and delivering organisational Projects enabled through digital technology. The role will support the end-to-end

Job details



Date posted

13 May 2022



Expired On

02 Aug 2022



Category

Information Technology



Occupation

Project Manager



Base pay

\$500 - \$1,000 /day



Contract type

Permanent



Work type

Full time



Job mode

Standard business hours



Work Authorisation

AUSTRALIAN CITIZEN /
PERMANENT RESIDENT

delivery of projects across the design, implementation, and ongoing management phases. The position is also responsible for providing support to staff in the adoption of digital technology, in addition to contract and project management practices.

You will be responsible for:

- Managing all aspects of project management, including planning, detailed design, specification, contract development, cost estimates, procurement, contract management, project delivery and budget management.
- Supporting research, analysis and definition of user and system needs, including design, system requirements, user acceptance testing and training, to enable agile delivery of digital solutions.
- Coordinating and managing discrete workgroups within projects, develop project plans, monitor project performance against objectives, manage risks and issues, and evaluate, ensuring that objectives and reporting requirements are delivered on time.
- Overseeing multiple projects within a program of works, managing interdependencies and resourcing to ensure that they are delivered within scope, on time and within the allocated budget.
- Developing project, communication and change management plans to gain organisational adoption and ensure project deliverables are achieved.
- Providing leadership and technical guidance to the Digital Technology team to ensure the delivery of goals and objectives are met within specific timelines.

What you'll need to succeed

To be considered for this role, you will have:

- Tertiary qualifications in Information Communications Technology (ICT) or related major.
- Demonstrated experience in managing eDRMS and/or SharePoint related projects or extensive experience in deploying M365 in a large organisation or educational institution.
- Extensive project coordination/project management experience with demonstrated knowledge and skills in contemporary project management techniques, tools and methodologies covering all phases of the project lifecycle.
- Proven experience working within teams of both technical and business professionals to successfully deliver and manage change within organisational projects enabled by digital technologies.
- Outstanding communication and interpersonal skills enabling effective liaison with internal and external stakeholders, vendors, and government departments.
- Sound technical knowledge in enterprise applications, databases, and cloud technology with an understanding of the systems development lifecycle, integration techniques, information security and compliance requirements in an enterprise environment.

What you'll get in return

This role offers you the **opportunity to work from home/ remotely**, an attractive pay rate. This position is initially for a **5-6 month contract**, with the possibility of an extension

Temporary and contract workers through Hays also enjoy a wide range of benefits including:

- Weekly pay cycles
- Your nominated choice of superannuation fund
- Online timesheet submission and approval
- No hidden costs or payroll deductions for our services
- No invoicing required for Pty Ltd holders
- Regular contact with consultants throughout the duration of your assignment.

What you need to do now

At Hays, we value diversity and are passionate about placing people in a role where they can flourish and succeed. We actively encourage people from a diverse background to apply.

If you're interested in this role, click '**Apply Now**' to submit an up-to-date copy of your CV.

For further information about this role, please contact:

Priyanka Bhatia

D: 03 5226 8009

E: Priyanka.Bhatia@hays.com.au

LHS 297508 #2647664