

Project Office Co-ordinator

- Looking to the future?
- Seeking the opportunity to influence change?

The Waipa District has so much to offer! We're focused on future development and require the talents of a project management professional with the ability to influence and lead change at all levels of the organisation.

Based in our Te Awamutu office and reporting to the Corporate Planning Manager, you will be the organisation's project management champion! Your key responsibilities will include the implementation and management of the project management framework and for providing project advice and support. You will have the ability to coach others on project management methodologies; thereby helping them to be successful project managers.

You will be part of a small, dynamic team working in a busy and varied environment and as such require a high level of enthusiasm, resilience and energy! In return you will have work autonomy and the opportunity to participate as a respected specialist within a progressive organisation.

To be successful in this role you will have a thorough understanding of project methodology, proven project management experience, and a relevant tertiary qualification/related work experience.

To apply please send your CV along with a covering letter to jobs@waipadc.govt.nz by 12pm Friday 20 March 2009.

To find out more please visit our website or call the Human Resources team on 0800 924 723.



DISTRICT COUNCIL

www.waipadc.govt.nz