



EASTERN CAPE
DEVELOPMENT
CORPORATION

VACANCY

Position	Description
<p>PROJECT MANAGER STRATEGIC PROJECTS:</p> <p>GRADE 14: R 454 924-R 556 018 (Total Cost to Company) Three (3) Year Contract</p>	<p>The Project Manager Strategic Projects will report to Senior Manager-Implementation. The incumbent will be responsible for implementing the assigned integrated social infrastructure projects in various districts in line with the funding provided.</p>

For more information, visit our website: www.ecdc.co.za

Please send your detailed CV to the: Talent Management Consultant, Tel: 043 704 5783,

Fax: 086 682 9817, Email: humanresource@ecdc.co.za | Closing Date: **25 September 2018**

In making these appointments, ECDC reserves the right to apply the principles enshrined in the Employment Equity Act, its policies and plans.

DATE ADVERTISED: 17 SEPTEMBER 2018



VACANCY

PROJECT MANAGER STRATEGIC PROJECTS GRADE 14: R 454 924 - R 556 018 (Total Cost to Company)

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KEY DUTIES AND RESPONSIBILITIES

The Key Performance Areas will encompass:

- ❖ Ensure that all projects are delivered on-time, within accepted quality, scope and budget;
- ❖ Developing project scope and objectives, involving all relevant stakeholders and ensuring technical feasibility of the project at all stages;
- ❖ Developing a detailed project execution plan and tracking progress accordingly;
- ❖ Use appropriate verification techniques to manage changes in project scope, schedule and costs;
- ❖ Measure project performance using appropriate systems, tools and costs;
- ❖ Report and escalate to management as needed;
- ❖ Manage the relationship with client and all stakeholders;
- ❖ Performance risk management to minimize projects risks;
- ❖ Establish and Maintain relationships with third parties/vendors and;
- ❖ Create and maintain comprehensive project documentation;
- ❖ Going on site to ensure quality of work done before the payment is processed;
- ❖ Conduct site visits.

REQUIREMENTS

- ❖ A Three year tertiary qualification in build environment and registered with the relevant Professional Body.
- ❖ Seven years Post-Graduate experience in built environment with five (5) years in project management.
- ❖ Must possess the following:
 - Integrity, people skills and Mentorship Skills;
 - Negotiation and Collaboration;
 - Accountability;
 - Decision making and;
 - Computer literacy and report writing skills.

This is a three (3) year fixed term contract of employment and the successful candidate will be subjected to signing a performance contract. If you have not been contacted within 8 weeks after the date of the advertisement, please regard your application as unsuccessful.

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