

Construction Manager – Castlemaine WRP Upgrades

Classification	Band 5
Team	Major Projects
Reporting to	Lead Project Manager
Location	Langslow Street Castlemaine
Effective Date	November 2025

Working at Coliban Water

Underpinning healthy people is healthy water!

Every day almost 180,000 customers in North Central Victoria trust us to deliver the water and sewage services that underpin the health and prosperity of their communities – now and tomorrow. We deliver these services to residents, farmers, businesses, and industry in 49 communities in an area spanning more than 16,500 square kilometres.

Led by our vision **healthy water, healthy people**, putting our customers and communities first is part of our DNA.

Day-to-day this means we maintain and upgrade the water and sewage pipes, pump stations and treatment plants we all rely on. And it's why we've set a bold strategy to build on that trust, enhance our natural environment, strengthen water security and resilience, and help shape the future of our region for the better.

While we're proud to lead the way, we know our success will come from deep understanding and collaboration. We engage regularly with and learn from our customers, communities, Traditional Owners, strategic partners, and others – because as locals, too, we know the best outcomes are realised when we all work together.

What we stand for

We're focussed on a culture of Earn the customer, Own the risk, and Act. This underpins our ability to deliver high quality services to our region.

Earn the customer	We exist to serve our customers. We 'wow' them with an outstanding experience.
Own the risk	We take responsibility and are accountable to our customers and communities.
Act	We are brave in our decision making and take action. We make good judgements based on evidence and we follow through.

Working with us, you'll be joining a vibrant, dynamic, and supportive team that:

- Respects, supports, and collaborates with the First Peoples of the land on which we live and work.
- Champions an inclusive culture that celebrates diversity.
- Is committed to flexible work and balance.
- Is a leader in the area of social justice, which sees us challenging the way we work to improve gender equality and support those impacted by family violence.

At Coliban Water we balance a small team rhythm with the reach and resources of one of the largest Victorian regional urban water corporations.

With big plans on the drawing board over the next five years, it's a great place to take the next step in your career.

What are you waiting for? We'd love you to join us.

Position overview

The Castlemaine Water Reclamation Plant will have been treating the wastewater from sinks, toilets and drains across the Castlemaine and surround areas for close to 100 years. Funded by the customers it serves; it remains a critical piece of infrastructure for our community's health and supports our continued growth and success. But climate change, ageing infrastructure and a growing population mean we are acting now to ensure our sewerage infrastructure can meet community needs for the next 25 years.

The vision for the Castlemaine Water Reclamation Plant (WRP) team is to deliver integrated, sustainable, reliable and future proofed wastewater treatment infrastructure for the Castlemaine and surrounding townships. The project will see a one in a generation new treatment plant upgrade comprising of the Best Available Technology & Techniques through the entire lifecycle of design, procure, delivery. The project intends to deliver this through a Design Build, Operate and Maintain (DBOM) delivery approach.

The Construction Manager is responsible and accountable for overseeing all onsite construction activities to the Castlemaine Water Reclamation Plant, ensuring it aligns with Coliban Water's objectives and technical standards. This role ensures compliance with budget, time, quality expectations, and safety regulations while effectively managing construction activities and resources.

The Construction Manager will play an integral role in all aspects of delivery of this project including:

- Promoting and Enforcing safety protocols and complying with relevant legislation to maintain a safe and compliant work environment.
- Involvement in the delivery of the preferred procurement approach including the Expression of Interest (EOI), Early Contractor Involvement (ECI) and Request for Tender (RFT) stages, through to the successful contract award.
- Active leadership throughout the ECI program.
- Ensuring projects deadlines are met and that the project scope is delivered within the approved project budget
- Building relationships with stakeholders
- Optimising and improving processes where possible or necessary
- Identifying, reporting and mitigating project risks
- Management and reporting of project budgets
- Managing project reporting to meet overall expectations, including internal and external.
- Implementing Quality Assurance practices throughout delivery of the project
- Managing all site operations to ensure project activities are completed on schedule, within budget, to specification and without adverse impact to the ongoing operation of the Castlemaine Water Reclamation Plant.
- Coordinating construction teams, subcontractors, and suppliers to ensure efficient resource use and timely project delivery.
- Manage and champion interface management across the site and different activities
- Monitoring construction quality and promptly addressing any issues to maintain high standards.
- Serving as the primary contact for stakeholders, managing their expectations, and providing regular project updates.
- Maintaining accurate project documentation, including reports and records, to support effective management.
- Ensuring environmentally responsible practices are followed to support Coliban Water's sustainability goals.

This role is suited to someone that has strong experience in managing construction projects (preferably across wastewater), along with demonstrated leadership and management skills. The successful candidate will be driven with strong safety approach to construction projects of this scale, sound project management, communication skills, problem solving and technical knowledge.

Position dimensions

Capital and expenditure budget	In accordance with the Organisational Budget
Authorities/delegations	Please refer to the Financial Delegations Policy
Number of reports	0
Internal working relationships	Assets & Operations, Safety & Environment teams, Bendigo and Castlemaine WRP Team, Project Managers, and other Coliban Water internal teams
External working relationships	Contractors and suppliers, Service Stream, Advisors, industry associations, government bodies.
Other	Expected to work with subject matter experts (i.e. consultants & contractors) to deliver solutions.

Key result areas

Project Management

- Lead and coordinate all on-site activities related to the Castlemaine Water Reclamation Plant upgrade project, ensuring seamless execution from initiation through to completion.
- Manage project scope changes by providing input to the Project Manager on timelines, costs, and resources, and adjusting plans as necessary to maintain project objectives.
- Facilitate effective communication and coordination between various project teams and stakeholders to ensure alignment and timely resolution of any issues.
- Anticipate potential future operational challenges by reviewing construction plans and progress, collaborating with stakeholders to proactively address and resolve potential issues before they impact operations.
- Interface closely with operations teams, particularly during critical phases such as commissioning and cut overs, to ensure smooth transitions and integration of new systems into ongoing operations.

Team Leadership

- Supervise and motivate construction teams, subcontractors, and suppliers.
- Foster a collaborative and productive work environment, ensuring clear communication and effective problem-solving.
- Provide constructive feedback to team members to enhance skills and efficiency.

Safety and Compliance

- Implement and enforce robust safety protocols and procedures to ensure a safe working environment for all site personnel, minimizing risk of accidents and injuries.
- Conduct regular site inspections, risk assessments, and safety audits to identify potential hazards and ensure immediate corrective actions are taken.
- Ensure full compliance with all relevant local, state, and federal regulations, including environmental, occupational health, and safety standards, and maintain up-to-date knowledge of any changes in legislation.

Stakeholder Engagement

- Act as the primary point of contact between Coliban Water and external stakeholders, including contractors, regulatory bodies, and the local community, ensuring clear and effective communication.
- Provide regular updates and detailed reports on project progress, challenges, and achievements to the Project Manager and other key stakeholders, addressing any concerns or queries promptly.
- Manage stakeholder expectations through proactive engagement and transparent communication, ensuring their needs and requirements are met.

Quality Control

- Monitor all construction activities to ensure they are performed to the highest standards of quality, adhering to project specifications and industry best practices.
- Conduct thorough inspections and reviews of completed work, addressing any issues or defects promptly and implementing corrective actions as needed.
- Ensure that quality control processes are consistently followed and documented, and that any deviations are properly investigated and resolved.

Documentation and Reporting

- Monitor construction activity and maintain accurate and up-to-date project documentation, including daily reports, progress logs, change orders, and correspondence, to support effective project management and compliance.
- Prepare and submit comprehensive project reports, including financial performance, progress metrics, and key milestones, to senior management for review and decision-making.

Performance level

Action and accountability	<p>This role is required to apply specialist professional knowledge and advice and implement solutions on matters relating to Water Treatment. It will lead a culture of operational excellence in the delivery of customer and community outcomes that exceed our compliance requirements.</p> <p>Accountable to develop policy, procedure and process This role is specialised in its field and through supervision will provide guidance and support to the team.</p>
Judgement and problem solving	<p>This role makes decisions within complex and/or dynamic environments. The making of decisions and applying judgement is required to include consequence management of implications broader than the technical impact, such as the social, political, environmental and financial implications.</p> <p>Problems and issues may not be easily understood and frequently arise. There is the requirement to develop new methods and/or break new ground. Advice or guidance may be limited or may not exist.</p>
Specialist knowledge and skills	<ul style="list-style-type: none">• Expertise in the design, operation, and maintenance of wastewater treatment processes, including thickening, dewatering, and stabilization systems within wastewater treatment facilities.• Proficiency in implementing and overseeing comprehensive safety management plans specific to large-scale infrastructure projects, ensuring compliance with relevant regulations and industry best practices.
Interpersonal skills	<p>This role requires the ability to negotiate and/or inspire. Clear communication skills are required to manage others for the matter of procedure, methods or strategies where differing opinions may exist.</p> <p>The role also requires the ability to lead and motivate other in the achievement of objectives (resolution of conflicts over priorities, resource use, technical concepts and management decisions).</p>
Leadership level	Lead others: Leads, guides, and influences a team.
Qualifications and experience	Proven experience in construction management, with a focus on water infrastructure projects, or sound knowledge on water treatment plant operations.

Shared goals

Health safety and wellbeing	Prioritise your own and others' health, safety and wellbeing by complying with the relevant Occupational Health & Safety legislation and Coliban Water's safety policies and procedures, including reporting hazards and incidents, and ensuring a discrimination-free work environment.
Environmental stewardship	Demonstrate a strong commitment to environmental stewardship by adhering to high standards, sustainability principles, and complying with relevant regulations.
Information security	Comply with all IT policies, complete security training and promptly report any suspected or identified issues.
Victorian public sector values	You'll uphold the values of responsiveness, integrity, impartiality, accountability, respect, leadership, and human rights, to strengthen the organisation's effectiveness in the public sector.

Special assessment and requirements

- A valid and current Australian workers' rights.
- You will be required to complete all core-training requirements in the expected timeframes.
- From time-to-time work outside of your regular business hours may be required, or you might be required to work at remote locations requiring overnight stay on occasion.
- You may also be requested to undertake pre or post-employment testing, such as psychometric testing, medical assessments, drug testing, police checks, security clearances, and other assessments.

Success profile

In addition to the qualifications and experience specified above, you will be required to meet the following criteria:

- Strong knowledge of construction methodologies, project management principles, and industry best practices.
- Excellent leadership, communication, and interpersonal skills.
- Ability to manage multiple priorities and adapt to changing project requirements.
- Sound understanding of safety and environmental regulations relevant to construction and water treatment projects.
- Proficiency in project management software and tools.

Position acceptance

I have read and understand the contents and obligations of this position description. I also understand I have obligations to comply with all Coliban Water policies and procedures.

Type or print name

Insert signature

Click or tap to enter a date.

Employee name

Employee signature

Date