

POSITION VACANT

Manager Works Services



- **3 Year Contract, Competitive salary, 12% Superannuation, relocation assistance and subsidised housing**

Located approximately 550km south-west of Cairns, 2,200 km from Brisbane and just south of the base of the Gulf of Carpentaria, in the heart of the Gulf Savannah country, lies the quaint and beautiful town of Croydon. Spanning an area of just under 30,000 square kilometres, Croydon Shire is nearly half the size of Tasmania and offers a unique and stunning outback experience as part of the Gulf Region. Rich in history, boasting beautiful heritage buildings, the iconic Gullflander train, stunning sunsets and numerous trails for birdwatching, bushwalking, mountain biking and trail running. Croydon offers a unique Outback experience while providing all the necessary services, including a supermarket, healthcare centre, schooling, and recreational facilities.

The Position: Reporting directly to the Chief Executive Officer, you are responsible for managing the Works Services function of Council in accordance with legislation and statutory requirements. To effectively lead a comprehensive work force to deliver key projects improving access within the Shire via Council and State controlled roads, timely delivery of key council infrastructure projects within budget and agreed timeframes, operation and performance of key council services including airport, water, wastewater and Parks and Gardens

Skills / Experience Required: To be successful in the role, you will need:

1. Formal qualification in Engineering/ Infrastructure or equivalent work experience.
2. Comprehensive understanding of Shire and State roads including funding, Disaster works, design, construct, planning, work flows, contractor management and tender process.
3. Demonstrated excellent computer literacy, with proficiency in Microsoft Office 365.
4. Demonstrated excellent project management skills, including implementing projects to successful completion, and ability to prioritise tasks.
5. Demonstrated excellent presentation skills, with the ability to convey complex information to a range of audiences.
6. Demonstrated sophisticated communication and stakeholder liaison skills, especially in conveying community information
7. Demonstrated conflict resolution skills with the ability to work collaboratively with a range of individuals and teams

The position description can be downloaded from Council's website www.croydon.qld.gov.au, or by phoning (07) 4748 7100.

For further information about the position please contact Council's CEO – Jacqui Cresswell on 0428 456 185 or email ceo@croydon.qld.gov.au

Applications are to include a covering letter, resume and at least 2 references and

Emailed to: CEO, Croydon Shire Council admin@croydon.qld.gov.au

Delivered to: Croydon Shire Council Administration Office, 63 Samwell Street, Croydon Qld 4871

Closing Date: Tuesday 4 March 2025 4:00pm

Jacqui Cresswell
Chief Executive Officer

18 February 2025



Croydon Shire Council | PO Box 17 | Croydon QLD 4871 | Tel: 07 4748 7100 | Fax 07 4745 6185
Email: admin@croydon.qld.gov.au | Web: www.croydon.qld.gov.au | ABN 98 659 525 296

Established in 1909 by the Consolidation of the Croydon Divisional Board (Est. 1888) and the Croydon Municipal Council (Est. 1892)