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# WE ARE LOOKING FOR A FULL-TIME DEVELOPMENT PROJECT MANAGER

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## WHO ARE YOU?

Do you think about possibilities and not limitations –  
Why something CAN be done and not otherwise?

Can you juggle a hundred things at once and still not drop the ball?

Are you crazy about systems & processes?

Do you just love rolling up your sleeves and getting things done?

Do you breathe the property market and the construction industry?

### SOUNDS LIKE YOU SO FAR? GREAT!

Because we're looking for a highly efficient and ultimate team player as our Development Project Manager who can support and deliver 3-5 "live" projects at any one time.

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## LET'S DIG A LITTLE DEEPER TO FIND OUT IF YOU'VE GOT WHAT WE'RE LOOKING FOR.

The Development Project Manager will fill a key role on the Beulah team by ensuring that our projects conceived precisely, are built to the highest standards and that these are all delivered on time and in budget. Key responsibilities of the role will include:

- Working directly with and reporting to the Development Director to develop, manage and deliver portfolio of projects across the whole organisation
  - Managing a team of Project Managers with the ability to be one when required.
  - Preparing property development vision and feasibilities, including all aspects of feasibility investigations
  - Undertaking initial due diligence on projects and engaging in stakeholder, consultant and contractor tenders and negotiations
  - Completing risk assessments and strategies for mitigation
  - Managing the overall development budget and expenditure for each project
  - Managing the end-to-end project from acquisition to planning to sales and marketing to construction to settlement
  - Manage accurate and comprehensive documentation including funding, consultant and contractor agreements
  - Preparing timely, accurate and professional (internal and external) reports
  - Maintaining excellent relationships with all stakeholders including funders, financiers, consultants, contractors and regulators
  - Ensuring compliance with relevant permits, legislation and contractual obligations
  - Preparing progress reports to directors and stakeholders
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## WHAT ELSE DO YOU NEED TO HAVE?

### YOUR STRENGTHS

- A go-getter, hungry to achieve great results and will find your own way to achieve the goals no matter the effort and hours required
- Extremely efficient at time and work management. You can multi-task, juggle and prioritise multiple tasks simultaneously to achieve the goal
- Has a can-do attitude, highly resourceful, and believe every problem has a solution and will do everything in your power to find a resolution.
- You are a team player who loves collaborating and driving a team of experts to work together to achieve the best outcome
- You are visionary, innovative, constantly thinking out of the box and always aiming to achieve outcomes that had never been achieved in the industry.
- You appreciate fine design, architecture, construction details, and understands luxury lifestyle and consumer demand
- You are a great negotiator and excited to always drive a good deal.
- You can "Suit up" to a high-powered meeting and "boot up" to a construction site
- You have a keen eye for detail, and one of your favourite pastime is spotting errors in working drawings
- You're not afraid of conflict. You are able to manage conflicts professionally and do not shy away from difficult conversations to achieve the required outcome
- You're not afraid to challenge the norm and ask the experts to 'double check' if required
- You are willing to constantly improve yourself, learn from everyone and open to constructive criticism
- You are an independent, pro-active self-starter and have no problem working alone with minimal direction
- You find joy in working hard and taking up a challenge, and are not afraid to get your hands dirty and do the hard yards

### YOUR SKILLS & EXPERIENCE

In addition, we are looking for someone who has a proven track-record in the industry – someone who:

- Has had at least 5 years of Development / Project Management experience in a similar-sized or larger property development company
  - Has exposure to all phases of development – from acquisition to construction completion and settlement.
  - You have strong technical knowledge in building and construction, architecture, mechanical, structure, services, and all trades that make up a project
  - You are familiar with the Australian development, construction, legislative and authority processes and requirements for the entire development process
  - Has a great reputation in the industry and brings a network of good existing relationships with builders, agents, contractors, council representatives and consultants
  - Has people-management experience and knows how to bring out the best in their team
  - Is able to analyse financials, manage budgets
  - Ideally has exposure to different property segments – Residential, Commercial, Retail & Hospitality
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**WE WANT TO HEAR FROM PROJECT MANAGERS THAT DO NOT WANT TO  
WORK FOR AN ORDINARY PROPERTY DEVELOPER.**

**WE CHALLENGE THE STATUS QUO, INNOVATE, AND MOST IMPORTANTLY;  
DELIVER EXCEPTIONAL QUALITY PROJECTS THAT ALIGN WITH THE  
COMMUNITIES THAT SURROUND THEM.**

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**IF THIS SOUNDS LIKE YOU AND  
YOUR PERFECT ROLE, PLEASE GET  
IN TOUCH WITH US TODAY.**

**SEND US YOUR CV & COVER LETTER IN PDF FORMAT OUTLINING  
WHAT YOU THINK YOU CAN BRING TO THE TEAM TO:**

**[PEOPLE@BEULAHINTERNATIONAL.COM](mailto:PEOPLE@BEULAHINTERNATIONAL.COM)**

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**WE HOPE TO HEAR FROM YOU SOON!**