



**OUR  
CULTURE**

A place that proudly delivers great things

**CONSTRUCTION COORDINATOR**  
**1 Year Fixed Term (until 30 June 2026)**  
**Full Time (1.0 FTE)**  
**Salary Range:**  
**\$102,031- \$106,579 p/a**

### About Us

We are proud of what we achieve for our community and we empower and value our staff by recognising achievements and delivering on our promises. We are respectful, innovative and easy to do business with and we engage our community to inspire progress and build a future. We enjoy what we do!

**Are you ready to be involved in a career defining project? Here is your chance to join the City of Holdfast Bay**, who are investing \$40 million into a once-in-a-generation project that is **Transforming Jetty Road Glenelg**. This project will deliver a modern, safe, vibrant and accessible destination for all who live here and come to visit.

To assist us in the delivery of this transformational project, we are seeking two highly motivated and dedicated candidates, to join the project team.

These two exciting opportunities will work closely together and will form part of the small but dynamic Transforming Jetty Road team which is supported and surrounded by council's multi-disciplinary teams, consultants and contractors.

We are seeking project officers with the following capabilities:

- A **Construction Coordinator** to assist in the successful delivery of the construction program working alongside Council's contractor.
- A **Stakeholder Liaison Officer** to work alongside the construction team to ensure our community and the Jetty Road precinct businesses are supported during the construction activities.

These opportunities will provide the incumbents with a diverse and rewarding career experience that is embedded in a high-profile project which will further elevate Glenelg as South Australia's top coastal destination.

Please refer to the position descriptions for more information.

As we are working in a fast-paced environment and we are seeking to onboard these roles as soon as possible, applications will be reviewed on receipt, so if you are ready for this exciting opportunity get your applications in as soon as possible. As we may interview and appoint to the roles throughout the advertising timeframe if we find the right applicant.

**OUR  
VALUES**

**ARISE**

ACHIEVEMENT RESPECT INNOVATION SIMPLICITY ENGAGEMENT

**The right person will have skills and experience in the following:**

- A tertiary qualification in a relevant discipline and/or significant experience in a similar role
- Experience in resource management, mentoring and coaching individuals to deliver quality outcomes.
- Experience working in a field of governance, preferably civic governance.
- Working knowledge and understanding of the Local Government Act 1999 and associated regulations.

**What we offer:**

- Flexible working options
- Career development opportunities
- Health and wellbeing programs
- Attractive and competitive remuneration
- Recognition of achievements
- Paid parental and partner leave
- Employee Assistance Program

**To enquire and apply:**

For more information on the role please contact Cherie Armfield, Principal Project Manager on 8229 9981.

- Your Resume
- A cover letter of up to 2 pages, telling us about yourself and how your qualifications, experience and skills relate to this role

Please quote reference no. 20/25 on your application.

Only applicants who address and meet the essential criteria in the Position Description will be considered.

**Applications close at 9am on Monday, 4 August 2025.**

Candidates will be required to undertake DHS Screening.