

POSITION DESCRIPTION

Senior Project Manager

ReadyTech (ASX:RDY) exists to help communities thrive, and ReadyTechers flourish on making that change happen.

They enjoy taking on challenges that matter to our customers, communities, and the world – and working to solve them with incredible technology that helps navigate complexity, while also delivering meaningful outcomes.

ReadyTechers are enterprising, and hungry to make a difference. But, more than ever, ReadyTechers are *ready for anything*.



POSITION DESCRIPTION

Title	Senior Project Manager	Location	Multiple
Report to	Portfolio Delivery Manager	Direct report(s)	none

The purpose of this role

At ReadyTech, Senior Project Managers deliver outcomes to our customers through successful ERP implementations. Each Senior Project Manager is responsible for the leadership and delivery of complex, multi-phased customer implementations. This role ensures the successful execution of large-scale projects by driving strategic alignment, maintaining strong governance, and effectively planning and managing project resources in collaboration with the Portfolio Delivery Manager. The Senior Project Manager has end-to-end accountability for the delivery of their assigned projects, while working with the Portfolio Delivery Manager on portfolio-level capacity, prioritisation and resource alignment.

As the key point of contact for all project deliverables, the Senior Project Manager ensures stakeholder alignment, proactively mitigates risks, plans and resources projects to completion, and drives reporting and governance excellence.

The role plays a critical part in delivering to a standardised portfolio governance cadence and framework, ensuring transparency to our customers and our internal stakeholders.

The key accountabilities of the role

- **Project Leadership & Oversight:** Provide strategic leadership and delivery accountability across multiple complex, multi-phase projects, ensuring alignment with customer objectives, business priorities, agreed scope, timelines and commercial outcomes.
- **Governance & Reporting:** Establish and lead project governance meetings, ensuring structured reporting and clear visibility into program status, risks, and key milestones.
- **Escalation & Issue Resolution:** Act as the first point of escalation for all project-related challenges, working closely with internal and customer stakeholders to drive resolutions.
- **Resource Planning & Alignment:** Work with the Portfolio Delivery Manager to ensure appropriate resourcing across all projects, balancing capacity, capability, and program demands.
- **Standardisation & Best Practices:** Implement and continuously refine delivery frameworks, governance structures, and best practices to drive consistency and efficiency across programs.
- **Stakeholder & Risk Management:** Ensure effective engagement with internal and external stakeholders, proactively identifying risks and implementing mitigation strategies.



The key responsibilities of the role

- Lead and oversee the execution of multi-phase implementations, ensuring successful project outcomes.
- Support, mentor, and develop Project Managers and Consultants, fostering a high-performing team.
- Drive the effectiveness of governance meetings, ensuring clear communication, structured reporting, and informed decision-making.
- Collaborate with the Portfolio Delivery Manager to forecast and allocate project resources effectively.
- Monitor project performance, proactively identifying and addressing delivery risks.
- Ensure consistency in reporting, project tracking, and adherence to governance frameworks.
- Act as the key escalation point for project risks, challenges, and critical decisions.
- Be commercially minded through managing and controlling project scope, timeline and effort to budget.
- Deliver customer value while maintaining an 80% billable utilisation target through effective project planning, resource utilisation and delivery management.

The ideal candidate will have these:

1. Skills	• Strong leadership and team-building abilities • Excellent time management and ability to prioritise competing tasks • Exceptional problem-solving and critical-thinking skills • Ability to multitask and deliver high-quality outcomes under tight deadlines • Strong collaboration and stakeholder management capabilities • Superior analytical and decision-making skills, with a commercial mindset • Proactive and results-driven with a can-do attitude • Excellent written and verbal communication skills • High attention to detail and accuracy • Expertise in process improvement and driving efficiencies • Adaptability to lead and drive change in a dynamic environment
2. Knowledge	• Deep understanding of project management principles and methodologies • Strong understanding and practical application of enterprise-level project delivery methodologies. • Knowledge of governance frameworks, service delivery standards, and reporting tools • Strong understanding of cross-departmental alignment and operational workflows • Commercial acumen, including budget management, forecasting, and revenue optimisation. • Understanding of risk, issue, dependency and change management practices.
3. Experience	• Proven experience leading and delivering complex, multi-phase ERP software implementation projects • Demonstrated ability to deliver projects to scope, budget and on time. • Demonstrated ability to manage diverse stakeholders across departments • Track record of implementing frameworks, standards, and process improvements • Experience mentoring and developing teams to achieve high performance



	• Experience in financial and risk management within project delivery • Proven ability to manage budgets, achieve revenue targets, and drive profitability • Creating and maintaining project documentation and reporting • Working in a fast-paced environment with competing priorities
4. Qualification	• Project Management qualification (PMI, Prince2, PMBOK or equivalent)