

IT Project Coordinator

- Full-time position
- Liverpool, Canberra, Dubbo or Wagga Wagga offices
- Friendly and well supported working environment
- Salary packaging available
- ASAP start

About us

GP Synergy is a leading provider of general practice training funded by the Australian Government to deliver vocational training to doctors seeking to specialise as general practitioners across NSW and ACT.

We are committed to building a skilled general practice workforce by delivering a high quality education and training program that is responsive to regional population health needs.

Our organisation is underpinned by our values - respect, excellence and initiative.

The role

GP Synergy is seeking a committed and experienced IT Project Coordinator who shares our values, to join our IT team.

Reporting to the Business Systems Manager and working with the Chief Information Officer and other Information Management and Information Technology staff, the IT Project Coordinator contributes to a variety of complex projects with a primary focus on systems development and project delivery.

The IT Project Coordinator must have a high degree of project management skills including agile skills to carry out the following key functions of the role:

- act as a scrum master in an agile environment to manage rapid project delivery
- manage and deliver multiple small to medium projects simultaneously
- contribute to the reporting of the IM/IT function and its' overall project management.

He/she must have the ability to manage multiple competing tasks, a professional attitude and good communication skills.

Selection criteria

To be considered for this opportunity, it is essential that applicants meet the following criteria:

- tertiary qualifications in Information Technology
- relevant experience in project management skills including agile project management using scrum methodology.
- experience with Visual Studio Team Service (VSTS) (desirable)
- current NSW Drivers Licence (desirable)

Very occasional travel including overnight travel may be required.

Further information

For further information and to obtain the Position Description, please visit our website <http://www.gpsynergy.com.au> About Us > Employment Opportunities or contact Alison Micovski, Human Resource Coordinator on recruitment@gpsynergy.com.au.

How to apply

Please email your covering letter addressing the criteria and requirements coherent to the Position Description together with your resume, making reference to the position and applicable region to Alison Micovski, Human Resource Coordinator recruitment@gpsynergy.com.au.

All applications will be treated in the strictest of confidence. Only shortlisted candidates will be contacted.

We do not accept canvassing or applications from recruitment companies.