

ASX POSITION DESCRIPTION

PROJECT MANAGER

ASX “All Roles Flexible”

ASX offers mutually beneficial flexible working arrangements for all roles.
We recognise that employees need to balance work and personal lives.

ASX Opportunity Snapshot		What's On Offer
Role:	Project Manager	The Project Manager is responsible for the project management of discrete ASX initiatives. The role is responsible for providing project management services and skills to a highly experienced project team working on the CHES Replacement program. This is following a lean approach that requires combining a more flexible Agile delivery model with more traditional project management where appropriate. This is an opportunity to work on an exciting and energised program that is market leading in a global context.
Reports to:	EGM, Equity Post Trade	
People Management:	N/A	
Budget:	N/A	
Team:	Post Trade Equities, Business Development Unit	
Date:	August 2017	
Location:	Sydney, NSW	
Flexible Role:	Yes	

The Program:

The ASX is currently investigating the replacement of its Clearing & Settlement system, CHES, with a Distributed Ledger Technology solution. As part of the project scope, the ASX is collaborating with its technology partner in building out an industrial strength Clearing & Settlement solution fit for the Australian market place, and is engaging both external and internal stakeholders for requirements elicitation.

Job duties:

- Project management responsibilities within the CHES Replacement Program of work
- Embrace and promote a lean and dynamic way of working with the highly experienced project team
- Manage and monitor the project deliverables to the forecast scope, time, and cost



- Produce high quality, accurate, timely, and engaging reporting materials required for all levels of internal and external stakeholders as required by the phase of the project
- Report on and manage the project risks, issues, assumptions, and dependencies
- Leverage engagement and negotiation skills to manage a global vendor engagement
- Stakeholder engagement and management will be required across all areas of the ASX organisation
- Be delivery focussed and hands-on by getting involved in enabling the team to deliver
- Support the team however possible to facilitate a pragmatic and efficient operation of the continuous delivery machine

Required skills/experience:

- Strong communication, facilitation, influencing and negotiation skills. Is able to collaborate with stakeholders across all seniority levels.
- Excellent written and verbal communication skills and native command of the English language
- Ideally has a financial services background with knowledge of full trade lifecycle
- Previous experience in large scale, transformative projects
- Enjoys working in a fast-paced, ambiguous and continuously changing environment
- Easy to get along and will establish rapport with team members quickly
- Effective problem solving skills, welcomes change and is adaptable within a very dynamic environment
- Has managed Agile / Lean and Waterfall projects and is comfortable working within a dynamic and experienced self-organising team.
- Has a good understanding of why, when, and how to adopt a lean way of working
- Be value driven and consultative in decision making

Useful skills/experience:

- Tertiary education or other relevant industry certification
- Agile and other project management certifications or qualifications
- Be comfortable working within a matrix structure
- Continuous improvement mindset
- Experience working in 'follow-the-sun' or other onsite / offsite client or vendor arrangement
- Experience using Atlassian tool suite (JIRA, Agile, Confluence)

