



DESIGN . PLANNING . ADVISORY . CONSTRUCTION

POSITION DESCRIPTION // PC.04.45

Site Foreman.

Day-to-day supervision and delivery of construction across the North Adelaide Public Golf Course Redevelopment.

LOCATION

Adelaide, SA

On-site

TYPE

Full-time

Contract

REPORTS TO

Construction Manager

& Project Managers

PROJECT

North Adelaide Public Golf Course Redevelopment

01 // ABOUT IEDM

The trusted partner to major event and **sport businesses.**

iEDM is a multi-disciplinary engineering, advisory and project delivery firm specialising in major events and sporting projects. We support Governments and large organisations around Australia by providing solutions to deliver dynamic projects that require a unique approach.

More specifically we are engaged as the Engineering Project Manager and, in many instances, the Principal Contractor responsible for the planning and delivery of temporary infrastructure required for the Adelaide Grand Final (Supercars), LIV Golf Adelaide and AFL Gather Round events in South Australia.

iEDM are also involved in various other major events across Australia such as the Supercars Championship, Avalon International Airshow, Formula 1® Australian Grand Prix and 2027 Rugby World Cup Events.

In addition to major event infrastructure, iEDM have been engaged as Engineering Project Managers on a number of permanent capital works projects to enable major sporting events such as the Adelaide Parklands Circuit Modifications, Barossa Oval Redevelopment and North Adelaide Public Golf Course Redevelopment projects.

40yrs

Delivering Australia's most complex events & infrastructure

3

States — QLD, VIC & SA delivery teams

1

Single point of accountability — integrated by design

02 // THE ROLE

Site Foreman - NAPGC

You will be responsible for the day-to-day coordination, supervision, and delivery of construction activities across allocated work fronts within the **North Adelaide Golf Course Redevelopment Project**.

Working within a dynamic construction site and alongside multiple contractors, consultants, suppliers, and stakeholder groups, you will oversee the safe and efficient execution of civil, landscape, irrigation, building, and infrastructure works — delivered in accordance with the approved construction programme, design documentation, quality standards, and project safety requirements. The Site Foreman is the highly visible, accessible on-site representative of the project team and the primary point of contact for contractors and subcontractors within their area of responsibility.

KEY RESPONSIBILITIES**01 Supervision & Site Logistics**

- Oversee and coordinate daily construction activities across the project.
- Supervise contractors and subcontractors to ensure works are completed safely, efficiently, and in accordance with approved designs and specifications.
- Coordinate site logistics, access routes, material deliveries, plant movements, and workforce activities.

03 Inspections & Quality

- Conduct regular site inspections to monitor safety, quality, productivity, and housekeeping standards.
- Maintain a safe, organised and productive work environment while ensuring compliance with all statutory, environmental and project-specific requirements.

02 Safety & Compliance

- Ensure all works comply with project safety management plans, environmental requirements, and statutory obligations.
- Reading, observing, and if required assigning corrective actions of Contractors SWMS's, and other safety requirements in line with internal procedures.
- Monitoring of workers on site and their signing in/out of site.

04 Coordination & Communication

- Facilitate communication and coordination between contractors, consultants, utility providers, project stakeholders, and client representatives.
- Lead pre-start meeting, toolbox talks and contractor coordination meetings as required.

02 // THE ROLE

Key responsibilities, **continued.**

05 Risk, Records & Reporting

- Identify, manage, and escalate project risks, delays, defects, and safety concerns.
- Maintain accurate site records, daily reports, inspection documentation, and project correspondence.

06 Completion & Handover

- Support commissioning, practical completion, defect rectification, and project handover activities.
- Work at least one Saturday working every 3 weeks.

WHAT WE OFFER

Work on iconic, high-profile projects across Australia

A high-performing, collaborative team environment

Exposure to complex, multi-stakeholder projects

Flexibility during non-peak delivery periods

Strong focus on wellbeing and support

Real autonomy and impact in your role

OUR COMMITMENTS

Safety & Wellbeing

Non-negotiable. We protect physical and psychological health, and everyone actively manages risk and contributes to a strong safety culture.

Equity, Diversity & Inclusion

We value diverse perspectives and create an inclusive environment where everyone feels respected, supported and able to perform at their best.

Sustainability

We integrate sustainable practices across our projects and operations - reducing environmental impact and delivering long-term value.

03 // WHAT YOU BRING

Skills, attributes & experience.

Key Skills

- + Construction site management and supervision
- + Civil, landscape and infrastructure construction knowledge
- + Project planning, scheduling and programme management
- + Contractor and subcontractor coordination
- + Site logistics and operational planning
- + Work Health and Safety (WHS) leadership and compliance
- + Risk identification and mitigation
- + Environmental management and sustainability awareness
- + Reading and interpreting construction drawings, specifications and technical documentation
- + Proficiency in construction management software and Microsoft Office applications

Key Attributes

- + Strong leadership and team management capability
- + Excellent communication and interpersonal skills
- + Proactive and solutions-focused approach
- + Highly organised with strong attention to detail
- + Ability to prioritise and manage multiple activities simultaneously
- + Calm and decisive under pressure
- + Strong problem-solving and decision-making skills
- + Collaborative and team-oriented mindset
- + Commitment to safety, quality and continuous improvement
- + High level of personal accountability and integrity
- + Ability to build positive relationships with contractors, consultants, clients and stakeholders
- + Adaptable and resilient in dynamic project environments
- + Professional and approachable on-site presence
- + Results-driven with a focus on achieving project milestones and outcomes
- + Commitment to delivering exceptional project and stakeholder outcomes

Desirable Experience & Qualifications

- + Demonstrated experience managing civil, landscape, recreation or infrastructure projects
- + Previous experience on public realm, sporting, parks or golf course developments
- + White Card (Construction Induction)
- + Relevant trade qualification, engineering qualification, construction management qualification or equivalent industry experience
- + Current First Aid Certificate
- + Experience working under AS/NZS and Australian construction standards
- + Strong understanding of contract administration and contractor management principles
- + Experience using safety software Hammertech (not essential, but desirable)

04 // HOW WE WORK

Four values, **one team.**

01**Trusted**

Our integrity earns trust with all stakeholders and leads to long-term, mutually beneficial relationships, evident in respect, diligence and transparency.

02**Knowledgeable**

We leverage deep experience, expertise and intuition to provide powerful insight, foresight and sound judgement.

03**United**

Like a sports team, we embody support, high performance, professionalism and dedication in our pursuit of common goals.

04**Resilient**

We manage risk to push boundaries, seek opportunities and embrace challenges, nimble and solution-focused, supported by a healthy environment.

INTERESTED?

If you want to do meaningful, high-stakes work alongside a team that takes its craft seriously — we'd like to hear from you.

If this role sounds like a good fit, apply to careers@iedm.com.au

When the world is
watching, we deliver

