

Occupational Requirements – Project Manager

Applicants seeking recognition of their qualifications¹ or experience in relation to the Project Management Declared Vocation will need to demonstrate knowledge and understanding of the occupational requirements listed below.

To be eligible for occupational recognition an applicant must have the minimum years of work experience equal to the full-time equivalent of the nominal term of the training contract for the occupation. For a Project Manager, the nominal term of the training contract is 24 months, so the minimum years of work experience required is 24months (**2 years**).

Successful recognition of qualifications or experience will result in the applicant gaining the **Occupational Certificate as a Project Manager**.

Specific skills

Management of:

- Project scope
 - Confirm project authorisation, objectives, boundaries, outputs and benefits
 - Apply scope control processes, including managing changes to time, cost and quality
- Project time
 - Develop and implement project schedules
 - Monitor progress and respond to schedule variances
- Project quality
 - Define quality requirements and metrics with stakeholders
 - Apply quality assurance and control processes, including corrective actions
- Project cost
 - Estimate resource requirements and develop a project budget
 - Monitor expenditure and respond to cost variations
- Project human resources
 - Allocate and manage project team members based on skills and project needs
 - Address performance, development needs and resource conflicts
- Project information and communication
 - Develop and implement communication plans
 - Manage project information, reporting and stakeholder communication
- Project risk
 - Identify, analyse and evaluate risks
 - Implement, monitor and review risk treatments and controls
- Project integration
 - Coordinate and integrate all project management areas across a project lifecycle
 - Manage interdependencies and control changes to ensure alignment of scope, time, cost, quality, risk, and stakeholder expectations