



PROJECT ANALYST AT INFRASTRUCTURE THINK TANK

About Infrastructure Partnerships Australia

Infrastructure Partnerships Australia is an independent think tank and peak industry body with members across the public and private sectors. Infrastructure Partnerships Australia was created to drive purposeful reform in infrastructure and efficient public services, with the aim of achieving the best possible economic and social success for Australia. We consider infrastructure issues spanning transport, utilities and social infrastructure (such as social housing, health, education and justice).

The Policy and Research team

The Policy and Research team underpins Infrastructure Partnerships Australia's position as the nation's foremost infrastructure think tank and peak industry body. We develop industry-leading public policy and advice on the forward pipeline to advance the infrastructure reform agenda and help shape the market for infrastructure investment in Australia. We developed and maintain the [Australia & New Zealand Infrastructure Pipeline \(ANZIP\)](#), which provides the most comprehensive, trusted and insightful picture of future infrastructure investments in the region.

The role

We are recruiting for a Project Analyst within Infrastructure Partnerships Australia's Policy and Research team. The successful candidate will play a central role in identifying, developing and delivering high-quality advice on infrastructure projects in Australia and New Zealand, as well as contributing to policy and research initiatives. This role also provides unrivalled opportunities to develop and maintain effective relationships with senior business and public sector leaders, including the members of our [Advisory Board](#).

The successful candidate will have highly developed abilities in written communication and data analysis, great interpersonal skills, exceptional attention to detail, and a strong interest in infrastructure investments and reforms.

Key responsibilities

- Managing and updating the ANZIP website, including taking primary responsibility for the currency, accuracy, completeness and quality of information provided
- Coordinating contributions from Infrastructure Partnerships Australia team members and external stakeholders to the ANZIP website
- Management and reporting of projects, including a major upgrade of the ANZIP website (currently underway)
- Drafting high-quality, well-evidenced research and analysis on a range of infrastructure of infrastructure policies, projects, and other issues to a publishable standard
- Developing and sharing insights with the sector via Infrastructure Partnerships Australia's various media channels
- Researching and writing policy documents, including [major reports](#), briefing notes and [submissions](#)





- Engaging with senior executives from the public and private sectors, and building strong relationships with a broad range of stakeholders
- Helping to shape policy on infrastructure by contributing to a range of activities across Infrastructure Partnerships Australia's functions, including policy and research, events and membership, and communications and engagement, and
- Helping Infrastructure Partnerships Australia's to deliver on its vision, mission and values, as outlined in its [Corporate Strategy](#).

About you

The successful candidate will join a team of dedicated infrastructure policy professionals from a range of academic and professional backgrounds. Whatever your background, we expect you to be intellectually curious, personable and to understand that communicating and implementing ideas is just as important as coming up with them.

Preferred candidates will have:

- At least two years of experience in a relevant field
- Tertiary qualifications and a strong academic record
- Advanced written and oral communication skills
- Willingness and capacity to learn new concepts and skills quickly
- Skills in compiling, analysing and presenting data using Excel and business intelligence tools
- A broad understanding of infrastructure markets, economic and financial concepts
- A strong track record of helping to deliver successful projects or programs, and
- An ability to manage competing priorities and projects, and deliver work to tight deadlines.

Other details

- Sydney CBD based position.
- Interstate travel and working outside normal hours may be required occasionally.
- Attractive remuneration commensurate with experience.
- Opportunities for career development.
- Annual leave entitlement is 20 days per annum accrued on a pro-rata basis.
- Personal leave entitlement is 10 days per annum (including sick leave and carers leave).

Applicants please send a covering letter **and** CV to:

Human Resources Manager
Infrastructure Partnerships Australia
at IPACareers@infrastructure.org.au

For further information please contact Jon Frazer, Director, Policy & Research on 02 9152 6000.

