



Commercial Manager - Program

Duration	Role type	Location
Max term up to 5 years	Full-time	Brisbane CBD

About GIICA

The Games Independent Infrastructure and Coordination Authority (GIICA) is laying the foundations for the 2032 Olympic and Paralympic Games and beyond.

Hosting the world's largest sporting celebration is a privilege that will define Queensland for the rest of the 21st century, driving economic growth, sustainability, connectivity, and healthier, more-inclusive communities.

GIICA will deliver 17 new and upgraded venues, from Brisbane's Main Stadium to key sporting infrastructure across the state. We are building a legacy that transcends the Games, transforming Queensland to ensure we thrive on the world stage showcasing our vision, culture and lifestyle.

GIICA is committed to delivering exceptional service and accelerating our state's transformation by bringing together communities, industries and governments. We are ensuring every project we deliver for the world's largest sporting celebration is making a transformational difference to the Queensland community.

About the role

The Commercial Manager - Program is responsible for leading and supporting commercial, contract and financial administration activities across the GIICA program. The role provides commercial governance, oversight and coordination across the program's portfolio of contracts, supporting the Commercial Directors and broader delivery teams to achieve effective commercial outcomes.

Reporting to the Executive General Manager Commercial, the Commercial Manager - Program works across multiple commercial streams and provides a central coordination function for commercial reporting, contract administration, financial performance monitoring and governance activities. The role operates at the interface between commercial, delivery and external partners, ensuring commercial frameworks, contractual obligations and reporting requirements are consistently applied across the program.

The Commercial Manager - Program plays a key role in supporting value-for-money outcomes, maintaining commercial integrity and ensuring robust governance, audit readiness and document management across GIICA's commercial portfolio.

About your responsibilities

- Lead and support commercial, contract and financial administration activities across the GIICA program, including the Delivery Partner contract and the portfolio of Games venues.
- Coordinate commercial governance processes, reporting and administrative activities across multiple commercial streams.
- Support contract administration activities, including contract records, variations, notices, compliance obligations and reporting requirements.
- Critically review and analyse progress claims, cost forecasts, financial information and commercial assumptions to identify risks and support sound decision-making.
- Support accurate commercial and financial forecasting, reporting and performance monitoring across the program.
- Monitor compliance with commercial frameworks, policies, governance requirements and audit expectations.
- Assist in identifying, assessing and monitoring commercial risks and issues across the portfolio.

- Prepare commercial reports, briefing materials and governance documentation for internal and external stakeholders.
- Influence stakeholders and communicate commercial objectives, processes and accountabilities across program teams.
- Establish and maintain effective relationships with Commercial Directors, delivery teams, Delivery Partners, contractors and other stakeholders to support successful program outcomes.
- Support the ongoing management and administration of GIICA's centralised commercial and legal contract filing and records management systems.
- Drive consistency in commercial administration practices, reporting standards and governance processes across the program.

About you

- Strong contract administration skills with experience supporting complex commercial and contractual environments.
- Demonstrated experience in commercial and financial administration within large-scale infrastructure, construction, government or program environments.
- Proven ability to critically analyse financial information, progress claims, forecasts and commercial performance data.
- Well-developed commercial judgement with a focus on value for money, risk management, and performance outcomes.
- Experience operating within structured governance environments, ideally within the public sector or comparable organisations.
- Highly developed organisational skills with the ability to manage competing priorities and maintain accuracy in a complex environment.
- Strong stakeholder management and communication skills, with the ability to influence and engage across multidisciplinary teams.
- Advanced analytical and reporting skills, including the ability to present complex information clearly and effectively.
- Collaborative approach with the ability to work across organisational, and contractual boundaries.

- Ability to operate in complex, fast-paced environments with a high degree of accountability and autonomy.

Working at GIICA

We are inclusive

We are committed to building an inclusive culture that respects and promotes human rights and diversity. We foster a respectful workplace culture that is free from all forms of harassment, workplace bullying, discrimination and violence.

We are an inclusive, equal employment opportunity employer. We encourage applicants who represent Aboriginal and Torres Strait Islander peoples, all genders, ethnicities, ages, languages, sexual orientations, and people with disability or family responsibilities to apply.

We are solutions focused

Our work is fast paced and often complex. Decision making, problem solving and dealing with ambiguity are key components of what we do. Our team's ability to assess risk and apply sound judgement is critical to our success.

We are agile

As a newly formed independent statutory authority, our team can help establish tailored best-practice processes and contribute to our state's future.

Team members' roles and responsibilities may evolve over time. Our team's willingness to be agile and undertake any work that may reasonably be expected is critical.

We offer unique experiences

The work we do is unique and a once-in-a-lifetime opportunity. With professional development opportunities embedded in what we do, our workforce can grow skills and capabilities on the journey with us.

How to apply

Please submit your application to careers@giica.au with "Commercial Manager - Program" in the subject line. In your application please include:

- Your current CV

- 1 page cover letter outlining your relevant experience in similar roles, and how you believe you are suitable for this position.

Applications close **Thursday 10 September 2026, 5:00pm AEST**. We strongly encourage candidates to apply early, as we will be reviewing applications as they are received.

For any queries regarding this role, please contact careers@giica.au

Additional information

- Only applications from candidates with full Australian working rights for the entire duration of the appointment will be accepted. Visa sponsorship is not available for this role.
- A probationary period of six months will apply.
- There are no mandatory conditions or qualifications for this position.
- Applications remain current for 12 months and may be considered for identical or similar vacancies.
- Successful applicants will be required to undergo pre-employment checks as part of our recruitment and selection process, which may include the following:
 - Criminal history check
 - Evidence of your right to work in Australia
 - Disclosure of any previous serious disciplinary action taken against you.
 - Disclosure of any employment as a lobbyist (must be provided within one month of taking up the appointment).

Your personal information will be held securely and accessed only by those directly involved in the recruitment process. Information obtained through employment screening is treated confidentially and will only be used to assess your suitability for employment with us and your contribution to our diverse workforce.



Questions?

Please contact careers@giica.au if you have any questions regarding this role.