

Project Manager, Indonesia

Office Location	Jakarta, Indonesia	Reports To	Contractor Representative
Duration	Full-time; Ongoing		

Palladium is a global development and consulting firm, part of the GSI Consulting Group, working alongside some of the world's leading project management and engineering organisations. We partner with governments, businesses, investors and communities to design and deliver complex programs that create lasting impact. With a presence across more than 90 countries, Palladium offers the opportunity to work on meaningful challenges, alongside talented colleagues, in environments where your work can truly make a difference.

Purpose of Position

The Asia Pacific (APAC) Palladium corporate team wins and delivers projects for the APAC region as part of Palladium's global strategic initiatives and purpose around "Catalysing an enriched future for all".

As a Manager in APAC Corporate you are accountable for making a significant contribution to business development activities, and supporting clients with relevant knowledge, technical expertise, and an impact-focused precision to deliver excellence on complex projects. You will have the opportunity to manage social and economic change initiatives - from small pilot projects to sophisticated, multi-year programs that impact societies, economies, and lives. Adapting to dynamic environments and situations to realise results and deliver on-time and on-budget in any context is a critical component of this role.

Our key areas of work include:

- Infrastructure
- Climate change and nature-based solutions
- Economic and human development
- International and humanitarian aid and logistics
- Education, employment and skills

As a Manager in APAC Corporate, you will contribute to the growth and effective delivery of Palladium's portfolio across the region, with a particular focus on supporting project implementation in Indonesia and Southeast Asia. Working closely with clients, government counterparts, implementing partners, consultants, suppliers, and corporate teams, you will help ensure projects are delivered successfully, compliantly, and in accordance with client expectations whilst generating sustainable business outcomes.

Working with children

Is this position likely to come into contact with children?

☐ Yes

☒ No

Primary Responsibilities

The primary responsibilities of the Manager can be broadly described as follows:

Market and Business Development:

- Deliver agreed company, regional, and personal Key Result Area objectives with excellence, timeliness, and accountability.
- Contribute country and sector intelligence, stakeholder insights, partner mapping, and operating context analysis to support market positioning, capture planning, bid design, and delivery strategies, particularly within Indonesia and Southeast Asia.
- Contribute significantly to business development, including identifying, assessing, and pursuing new opportunities; supporting bid design, capture, and strategy; and contributing to financial structuring and team selection for competitive proposals.
- Assess client needs, objectives, and requirements, and help shape responsive, practical, and high-quality solutions.
- Build and maintain trusted relationships with clients, government counterparts, implementing partners, consultants, suppliers, and industry stakeholders to support business growth and effective project delivery.
- Anticipate emerging market needs, delivery challenges, and follow-on opportunities, and proactively contribute to practical responses.

Project Delivery:

- Manage the effective delivery of assigned projects and programs, including mobilisation, implementation, monitoring, reporting, and close-out, in line with approved workplans, budgets, contracts, milestones, and client requirements.
- Apply project management and technical expertise across multiple or complex assignments, adapting delivery approaches to client needs, operating contexts, and good practice requirements.
- Monitor project performance, including deliverables, budgets, forecasting, financial reporting, project income performance, approvals, and scope management, and take action to address issues and improve value-for-money outcomes.
- Oversee delivery of project activities in accordance with contractual obligations, corporate policies, client requirements, local legal and regulatory requirements, safeguarding standards, workplace health and safety, security, duty-of-care obligations, and ethical business practices.
- Identify, monitor, report, and mitigate operational, financial, legal, safeguarding, security, reputational, and delivery risks, escalating significant issues appropriately.
- Coordinate with project teams, corporate services, consultants, suppliers, implementing partners, and regional colleagues to resolve delivery challenges and maintain project momentum.
- Manage and support procurement, contracting, consultant engagement, supplier management, and partner coordination to ensure compliant, timely, inclusive, and value-for-money delivery outcomes.
- Build productive relationships with government counterparts, clients, and key stakeholders to support effective implementation, problem solving, and achievement of development objectives.
- Promote inclusive, accessible, and innovative ways of working, including the effective use of data and technology to strengthen delivery performance.

Managing and Leading People:

- Support the employee life cycle, including recruitment, onboarding, work allocation, performance management, development, career progression, and leaver activities.
- Manage assigned team members, consultants, and partners where delegated, ensuring clear roles, expectations, work allocation, performance feedback, and delivery accountability.
- Lead, coach, and mentor culturally diverse teams, consultants, and partners, fostering collaboration, accountability, inclusion, innovation, and high performance across project and corporate environments.
- Communicate clearly and consistently with team members, ensuring leadership messages are understood and supporting constructive feedback, professional growth, and capability development.

- Address conflict respectfully and build productive relationships across teams, projects, country offices, and regions to support organisational priorities and delivery outcomes.
- Promote local capability development through knowledge sharing, mentoring, coaching, and succession planning.

Reporting Requirements

The primary reporting line will be aligned with the organisation structure of the team. Reporting requirements may include but are not limited to:

- Attendance at team meetings, other requested meetings and regional meetings (e.g. townhalls).
- Attendance at project, team, corporate and regional meetings.
- Regular (minimum of monthly) one to one meetings with your line manager on the status of personal Key Result Areas (KRAs), career development discussions and any other matters.
- Timely reporting on assigned deliverables, activities, risks and issues.
- Escalation of matters requiring management attention or approval.

Relationships

The role liaises closely with clients, government counterparts, implementing partners, project teams, consultants, suppliers, corporate services, regional colleagues, professional service providers, and other internal and external stakeholders as required.

Authority Levels

The role carries a moderate degree of autonomy and is responsible for managing assigned budgets, project activities, consultants, suppliers, and teams within delegated authority levels, corporate policies, contractual obligations, and compliance requirements.

Work Arrangements

Palladium encourages flexible work practices to enhance wellbeing, productivity and team culture. For this role, employees are expected to maintain an in-office presence for the majority of their working week. For example, an employee working five days per week is expected to spend at least three days working from the office.

Qualifications and Experience Required

- Tertiary qualifications in a relevant discipline, or an equivalent combination of education and relevant professional experience.
- Relevant experience in consulting, project management, international development, government-funded, or donor-funded environments, in Indonesia, and / or the broader APAC region.
- Demonstrated experience supporting project mobilisation, implementation, financial management, reporting, contractual compliance, procurement, consultant management, stakeholder engagement, and risk management.
- Experience contributing to business development, including government tenders, bids, capture, proposal preparation, or related growth activities.

- Strong financial and commercial acumen, including advanced Excel skills and the ability to support budgeting, forecasting, analysis, and value-for-money decision making.
- Highly developed organisational, communication, and technical/business writing skills, with the ability to manage competing priorities and work effectively under pressure.
- Demonstrated ability to build collaborative relationships across cultures with clients, government counterparts, internal teams, consultants, suppliers, partners, and other stakeholders.
- Coaching, mentoring, and team leadership skills, with a demonstrated commitment to equity, diversity, and inclusion in multicultural environments.
- Professional working proficiency in written and spoken English.
- Flexibility to undertake regular travel throughout Indonesia and, as required, to other locations across the APAC region.

Core Capabilities

Palladium's Core Capability Framework outlines the standard of performance and behaviours expected at each level within the organisation. It also provides a benchmark for assessing areas of potential strength as well as the identification of potential skill gaps or areas for development and improvement.

The Capability Framework forms the basis of how we recruit, how we lead and the behaviours we exhibit, how we manage performance excellence and develop our future workforce.

Our capabilities link to a number of other processes, policies and guidelines including:

- Performance management/ performance excellence - setting and maintaining standards and helping employees excel and develop
- Career Pathways including our Career Progression Framework
- Organisational design – identifying any skills gaps, outlining job roles and responsibilities
- Development, growth, learning, and training
- Sustainable business – going beyond compliance to ensure sustainable and ethical considerations are woven throughout everything we do. This aligns equity, diversity and inclusion; safeguarding; and environmental objectives

Equity, Diversity & Inclusion

Palladium is committed to embedding equity, diversity and inclusion across all activities. We promote a diverse and inclusive workforce and ensure all applicants and employees are treated fairly and equally, regardless of background or personal characteristics. We encourage applications from all individuals and provide reasonable adjustments or accommodations where required.

Safeguarding

Palladium maintains a zero-tolerance approach to all forms of harm, including sexual exploitation, abuse, harassment, child abuse, and human trafficking. We are committed to protecting our people, partners, and communities and ensuring safe and respectful environments. All personnel are expected to uphold safeguarding standards, with successful candidates subject to enhanced screening, including safeguarding-focused assessments and due diligence, in line with Palladium's Code of Conduct and safeguarding policies.