



ENGINEERING PROCUREMENT AND CONSTRUCTION PROJECT MANAGER (EPC PM)

MISSION

The EPC Project Manager will be responsible for on-schedule and on-budget delivery of assigned backlog projects with the agreed quality and safety standards. He establishes project objectives and procedures, maintains operational liaison with prime contractors contacts. He / She both direct and monitor construction activities by providing direction to project engineers, procurement, administrative, and subcontracted labour and EPC services.

MAIN RESPONSIBILITIES

- 1) Overall responsibility for successfully delivering operational stages of a developed PV project to include all Engineering, Procurement, Construction and Commissioning phases as from the NTP of the Project;
- 2) Responsible for on-time schedule execution from NTP until COD;
- 3) Responsible for O&M follow-up of the project during construction up to COD;
- 4) Transfers the responsibility of the asset at COD to the team in charge of maintenance of operations, and has to close all defects and reserves before Defect liability end date.
- 5) Responsible for bottom line profit/loss performance of assigned projects;
- 6) Responsible for positive cash of the project;
- 7) Provide timely and accurate project performance and status reporting;
- 8) Enforce compliance with all EPC contract and sub-contractors contracts requirements;
- 9) Enforce compliance with all Local codes and requirements;
- 10) Responsible for the application and enforcement on site of the Health, Safety and Environmental policy;
- 11) Accountable for the operational implementation of Quality requirements as well as enforcement of the Project Quality Control Plan correct execution.
- 12)

DETAILED RESPONSIBILITIES

Description of the activities before the entering into force of the EPC contract

- Perform preliminary site survey (on site data collection, evaluation of occupation plan and preliminary identification of potential issues to be considered during the engineering (shading, dust, hydrological, topological or geotechnical risks, etc.) as well as issues to be considered during the construction (site access, climatic conditions, construction authorizations, etc.) ;
- Procure the realization of geotechnical and topographic surveys, according with the development schedule constraints (land clearing, ecological calendar, etc.) ;

- Endorse all standards information considered as input data of the project (permits, land specifications, grid code requirements, etc.) ;
- Assist in the technical relationship on site with the Grid owners/operators, should they be also off-takers or not, in order to secure the conformity to the grid code/requirements, assess the risk of evolution and anticipate/coordinate the technical conditions for grid connection, procure for the commissioning testing and / or activities in regards to grid requirements (RTU, etc.), until COD ;
- Contribute to the preparation of the EPC documents for the financing of the project i.e. basic design, suppliers selection, EPC contract, suppliers and sub-contractors contracts ;
- Perform any subcontractor/supplier's site/plant visit/audit required by procurement relationship or execution follow-up ;
- Assist in the development, negotiations and review of all EPC and O&M contractual and technical requirements and commitments during the financing of the project ;
- Assist in the negotiations and review of all suppliers and subcontractors contractual and technical obligations ;
- Establish the EPC project costing ;
- Prepare the EPC project planning ;
- Identify risks and opportunities, propose acceptable risk mitigations (contingencies, insurance, etc..) ;
- Contribute to the technical due diligence process (including Q&As) ;

Description of the activities during the EPC contract execution

- Prepare the Project Execution / Quality Assurance Plan ;
- Prepare and apply for the construction authorizations (administrative declarations, road access authorizations, ...) ;
- Define the project organization in line with the Project Execution / Quality Assurance Plan ;
- Obtain from sub-contractors to develop and define detailed project execution plans for engineering, procurement, construction and commissioning activities identifying the major challenges of the project and providing a definitive strategy to meet these challenges (planning, resources, cost, quality and interface management);
- Manage the relation with the subcontractors ;
- Supervise On site construction management outsourced to EPCM companies ;
- Coordinate communication with subcontractor's representatives on site, manage any site supervising resource ; Warrant QHSE follow-up including NCR / REX / OFI management and corresponding reporting ;
- Perform all management documents as requested in the EPC Contract and mainly monthly review and structured detailed reporting on project status, progress and trends ;
- Manage risks and opportunities ;
- Direct, monitor and control of all the project activities to ensure compliance with project schedules, initial budget and actualized forecasts, approve progress situations and invoices according with the payment terms set out in relevant sub-contracts ;
- Control the cost report ;
- Control or procure independent control of the bill of materials on site ;

- Warrant establishment, weekly update and Quality recording of the corresponding project information, for the projects under its responsibility:
 - o Cash flow (cash-in according to EPC instalments and reimbursement of expenses, cash-out according to cost report) ;
 - o Project schedule ;
 - o Weekly progress : key events, main issues
- Warrant establishment, monthly update and Quality recording of the corresponding project information, for the projects under its responsibility:
 - o EPC Construction Progress Report ;
- Project Actions Follow-Up, continuous update of the Project data in the common Project Database ;
- Warrant Quality recording of the Project documentation in Project Datarooms as required ;
- Prepare all required documentation necessary for the achievement of the instalments milestones of the EPC contract ;
- Fulfil all the conditions (Conditions Precedent and/or Conditions Subsequent and/or other Reps & Warranties) under the loan agreement or the EPC contract, for the achievement of the instalment milestones ;
- Enforce execution of the Overall Quality Control Plan (including FAT, SAT, Pre-Commissioning and Commissioning activities) until COD of the Project
 - o Procure the performance of Factory Acceptance Tests and Site Acceptance Tests as per procurement contracts
 - o Coordinate the pre-commissioning and commissioning of the asset with the various Equipment suppliers, contractors and Grid Operators as per minimum guaranteed performance level in the EPC contract
 - o Outsource the testing phase of each equipment to minimize the commissioning period
 - o Manage the claim resulting from delayed commissioning
- Warrant REX implementation

EDUCATION, EXPERIENCE & SKILLS

Pre-requisites:

- Bachelor's/Master's degree in engineering (electrical, mechanical);
- 5-10 years of relevant work experience in the energy market;
- Proven track record successfully managing Engineering, Procurement, and Construction phases of large power projects ideally in the solar or wind industry;
- Experience of construction laws and regulations including labour related laws, health and safety, grid codes, etc.;
- Competent and experienced in contract negotiations and management;
- Be fluent in English (spoken and written)

Life skills:

- Self-motivated, independent professional with excellent communication skills, strong technical aptitude and the ability to thrive under pressure.
- Proactive self-starter, highly motivated, focused on working at a high level and producing an excellent work product under changing priorities and deadlines
- Demonstrated ability to manage and interface effectively with cross-functional employee
- Process oriented with strong organization skills to manage multiple projects in parallel and prioritize competing demands

Candidatures : recrutement@ze-energy.com