



## SPV PROJECT & CONTRACT MANAGER

### MISSION

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The SPV Project & Contract Manager (SPV PM) defines, structures and coordinates the contractual relationship between each Project Company (SPV) and third parties once a project has secured an offtake and has reached Backlog stage (SPV PM will do the hand over with the Business Origination team at that stage) until project COD. The SPV PM is the accountable person for the project success and the “on time, on quality on budget” project delivery.

### MAIN RESPONSIBILITIES

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1. **Shareholders Agreement and Articles/Memorandum of Association/Incorporation** – to define the local requirements of each project, to establish any specific obligations or requirements of shareholders and to ensure that such requirements are reasonably captured in these constitutional agreements.
2. **Project Agreements** – to review typical project agreements, such as the PPA, Inter-connection agreement etc and to ensure that all risks are understood, documented, and wherever possible passed through to Contractors, Suppliers etc
3. **Finance agreements** – to review and record a list of all deviations from typical or usual positions accepted by ZE Energy and, once approved, manage a mitigation strategy to neutralise as far as possible the risks caused by such deviations.
4. **Implementation/Social Agreements** – to define the requirements of any social development and/or implementation agreements that may be required in a specific market and to ensure that the obligations of the Project Company are suitably documented.
5. **EPC and O&M Agreements** – to review proposed EPC and O&M agreements to ensure compliance with local rules and regulations and to further ensure that where applicable the EPC and/or O&M Contractor is liable for compliance with local standards and requirements.. The EPC contract will be driven in the interest of the SPV by the SPV PM in relation with ZE Energy EPC project Manager who will lead the construction of the project and will be responsible for the Performance and planning of the asset.
6. **Risk Management** - to develop a set of standard contracts that document the ideal, or preferred, position of ZE Energy with respect to their position as a shareholder in a typical project. Then, on a project by project basis, to prepare a list of Contract Deviations, with proposed mitigation strategies and to present to the Engagement Committee for approval prior to contract signature.

For the main activities described above, SPV PM may have direct execution of the project or may supervise a local SPV PM (or Business Developer) that will execute the project. In any case, SPV PM will remain the accountable person regarding the asset development process.

The SPV PM also manage project acquisition due diligence process and post-acquisition development process on behalf of the related SPV as well as coordinate with Project Finance the financial close process of each SPV.

## **EDUCATION, EXPERIENCE & SKILLS**

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### ***Pre-requisites:***

- 8-10 years of relevant work experience, preferably in the energy infrastructure/asset sector, with companies providing asset on a turnkey basis which requires an extensive project development and contract management phases
- Experience of the financial close process
- Be fluent in French and English (spoken and written). Spanish or Italian is a plus

### ***Know-how:***

- The candidate ability to coordinate various outsourced services to achieve a fully developed project at the lowest cost will be a key requirement
- The candidate must have experience of the typical legal construct of project finance documentation, including ideally a knowledge of both financial and legal documentation
- The candidate should demonstrate the ability to analyse the underlying risk that results from a given contract

### ***Life skills:***

- Self-motivated, independent professional with excellent communication skills
- 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](mailto:recrutement@ze-energy.com)*