

## Project Manager

### Main objective:

Main objective of the Project Manager will be to act as single point of contact as regards the execution of a contract; within the organization as well as towards external parties. Consequently, an excellent knowledge of the contract and the status of the implementation is imperative. The Project Manager will also be responsible for the closure of the project, incl. acceptance, project post calculation and transfer to Sales / Service.

### Main tasks:

- Assure the realisation of the **Project/ Contract** according the conditions agreed with clients and suppliers.
  - o Ensure the **technical feasibility** of a projects concerning Stability / Grid study / Planning / Budget
- Manage, review and approved all **Project** plans including
  - o Approve and review the Design documentation according the best technical solution
  - o Monitor the constant accuracy of the plans and the implementation on site
  - o Authorise the pre-construction, execution and as-built plans and request client approval
- Prepare and review an accurate **Bill of Materials**
  - o Plan the deliveries of materials and equipments
  - o Monitor the delivery times and adjust the project plans
  - o Manage suppliers and manufacturers according the project requirements
- Follow all **deviations** during implementation
  - o To Sales for the provision of additional / diminished work (to be communicated to the customer by Sales)
  - o To Installations for the correct implementation of the adjustments
- Keep the **Customer** informed on all project activities and adjustments
  - o Update the project monitoring documents
  - o Pass on updated plans to the Customer
  - o Participate in the construction site meeting and validate site reports (written replies)
- Represent the company during the **acceptance procedure** and participate in the concluding meeting
- Manage the project budget with maximum efforts for **cost reduction**
- Formulate the specific **Health and Safety Policy Statement**

### Key skills for project managers

- Organisational skills
- Analytical skills
- Well-developed interpersonal skills
- Numeracy skills
- Commercial awareness
- Communication skills
- Teamworking skills
- Diplomacy
- Management and leadership skills.

### Qualifications

- University or Bachelor Degree in Engineering and experience in power plants construction

Please send your application to: [domingos.morgado@ikaros-solar.eu](mailto:domingos.morgado@ikaros-solar.eu)

Ikaros Solar,

Establish in 2006, is one of the top companies in Belgium in the photovoltaic sector.

