

Solar O&M Offering Specialist

Established in 2007, Solarpro is one of the leading players in Central and Eastern Europe in the renewable energy solutions (photovoltaics sector). With over 1 000 employees in 9 countries, we offer wide range of smart energy systems and solutions. With more than 5 GWp installed capacity and more than 100 PV plants under operation, we have gained significant experience in engineering, installation, operation and maintenance of PV systems (on-grid, off-grid and hybrid). We have been trading for over 13 years and take pride in delivering project specific solutions, sustainable results and added value to our clients.

Currently, we are looking for Solar O&M Offering Specialist. The successful candidate will work closely with O&M Manger and support him/her in daily activities, offering and communication with clients. He/she will communicate with other members of the team, prepare reports and administrate different processes.

> MAIN RESPONSIBILITIES

- Support the O&M manager in developing relationships with supplier and third-party vendors;
- Prepare Operations and Maintenance (O&M) proposals,
- Review clients contract's requirements, terms and conditions;
- Actively following projects, customer needs and offer revisions;
- Supervise O&M financial and technical aspects of the operating portfolio of PV projects;
- Research industry best standards and practices.

> YOUR PROFILE

- Previous experience in O&M department is a plus;
- Education: Bachelor degree in electrical engineering, electronics, or relevant;
- Language: strong command of English;
- Proficient with Microsoft Office (Excel, Word, Outlook);
- Strong oral and written communication;
- Attention to detail, well organized, willing to take the initiative.

> WE OFFER

- Development in a multinational company operating in several EU countries;
- Opportunity to gain knowledge in highly developing sector in the field of green energy and environment friendly solutions;
- Excellent working conditions including opportunities for home office, social benefits, etc.;
- Be part of a team of professionals, knowledge leaders in PV sector in East Europe.

If you're interested in joining the Solarpro team, please send us a CV and a Cover letter (optional) to the following address: hr@solarpro.bg

www.solarpro.bg

