

## Project Manager

Established in 2007, Solarpro is one of the leading players in the 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 a Project Manager for projects of the Group in Europe. The successful candidate will manage all aspects of the assigned PV projects throughout its life cycle and ensure projects are completed on schedule and within budget.

### > MAIN RESPONSIBILITIES

- Participate and be responsible for the overall project management stages - design, supply of components and materials and construction;
- Conduct site visits and assess the technical feasibility of constructing a specific PV project;
- Draft the scope of work and estimate the respective project budget;
- Prepare offer and technical calculations and present them to the Client;
- Manage contract negotiations, change orders, and other agreements with the subcontractors and vendors, and oversee all subcontractors' work in all phases with daily presence on-site if necessary;
- Coordinate with the Site Managers the delivery of equipment and materials on-site;
- Monitor the cost of construction and prepare reports at different stages of the project;
- Conduct visit on the construction sites to ensure the scope/milestone is completed by the subcontractors and is accepted by the client;
- Be responsible to submit the final acceptance protocols, certificates and other documents related to receiving the final payment from the client;
- Effective management of multiple sites and respective Site Supervisors/Managers.

### > YOUR PROFILE

- Bachelor's degree in Civil Engineering or Electrical Engineering;
- 2+ years' experience in site management, construction management, construction project organization;
- Experience in PV project will be considered advantage, but not necessity;
- Practical knowledge of working with electrical installations and equipment will be considered an advantage;
- Good leadership and communication skills, self-motivated with demonstrated problem-solving capability;
- Constant attention to details and accuracy;
- Self-disciplined and result-oriented;
- Flexibility to travel to project sites in various locations whenever necessary and/or stay for short/ long periods of time;
- Knowledge of MS Office pack;
- Knowledge of AutoCAD.

### > 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](mailto:hr@solarpro.bg)**

[www.solarpro.bg](http://www.solarpro.bg)

