

JOB OFFER:

***Experienced Project Manager***  
for  
**Wind farms and photovoltaic power plants**

ELYS specialises in the design and construction of wind farms, photovoltaic power plants and HV electrical substations. For the past 15 years, ELYS has been acting as project manager or assistant project manager for developers of renewable energy projects and green electricity producers, who have placed their trust in our expertise, our ability to listen to their needs and our involvement on the ground to guarantee the quality of the works.

ELYS has been growing smoothly since its creation, and cultivates a team spirit based on cohesion, solidarity and self-fulfilment. New recruits are encouraged to develop their skills, and beginners are mentored. We work to ensure that everyone has a meaningful role to play.

If the development of a clean and peaceful future is important to you, if construction engineering interests you, and if you appreciate evolving in a company with strong human values, ELYS offers you the opportunity to enrich its teams and its actions. We invite you to apply by e-mail [rh@elys.eu](mailto:rh@elys.eu) with your CV, a covering letter and any recommendations.

## **Job description**

Location: to be defined

Gross annual salary: depending on experience

### Tasks:

- 1) Design of infrastructure for wind farms and photovoltaic plants
  - Produce 2D infrastructure plans on Autocad
  - Drawing up a works programme, lot by lot
  - Drafting technical documents: specifications (general, specific)
  - Carry out quantity surveys and budget estimates
  - Draw up detailed schedules (interfaces between batches, milestones)
  - Managing external service providers: geotechnicians, surveyors, technical controllers, safety coordinators, ecologists, etc.
  
- 2) Managing calls for tender
  - Drawing up tender documents for contractors and works companies
  - Analyse tenders and draw up comparative tables
  - Assisting the customer with contractualisation
  
- 3) Validation of execution documents
  - Draw up a list of execution documents to be issued by the company for each lot
  - Follow-up with contractors to ensure that they submit execution and quality documents, as well as HSE (health, safety and environment) documents
  - Issuing visas for documents issued
  - Keep the batch-by-batch visa tracking table up to date
  
- 4) Supervision of works
  - Managing contractors and coordinating work
  - Lead weekly site meetings
  - Ensuring that the work is progressing smoothly and that it is compliant overall
  - Manage the commissioning phase of power plants and relations with ENEDIS
  - Monitor the budget and approve work progress reports
  - Take delivery of the works and draw up the acceptance reports
  - Maintaining the link with the customer
  
- 5) Management
  - Training Construction Managers in the Elys professions and supporting their development
  - Managing the activity of the Construction Managers

## Candidate profile

- 5 years' higher education in a technical field
- At least 2 years' experience in this type of role and/or project
- Enjoy responsibility and autonomy
- Organisational skills
- Be rigorous and enjoy quality work
- Excellent oral and written communication skills
- Mastering office automation tools
- Using Autocad
- Enjoy coaching and training juniors
- Being diplomatic