

## WTG & GEOTECHNICAL PACKAGE MANAGER

EMPLOYEE NAME:	DEPARTMENT:
LINE MANAGER TITLE: CONSTRUCTION MANAGEMENT DIRECTOR	LINE MANAGER NAME:

### GENERAL DESCRIPTION:

Responsible for initially leading the Moray West Wind Turbine Package and Geotechnical Package, including:

Accountability for delivery of WTG contract packages for the Moray West Project, including all technical aspects through development, contracting and execution.

Accountability for delivery of Geotechnical contract packages for the Moray West Project.

Accountable for delivery of WTG construction port and of providing support in other packages, port engineering and negotiation

Ensuring that Moray East project is appropriately engaged with key external stakeholders such as the supply chain and regulatory bodies associated with the areas of responsibility.

### MAIN ACCOUNTABILITIES:

#### PACKAGE MANAGEMENT:

Overall accountability for the delivery of the packages associated with the Moray West project, being responsible for the optimal design and construction to ensure that the wind farms have the maximum reliability, quality and safety. Lead the package team, ensuring sufficient project team resource is applied to deliver the work packages, package team staff are provided with direction and support. Coordinate external resources related, including consultants, suppliers, manufacturers, marine contractors, port authorities, logistics companies, marine warranty surveyors etc. Negotiation of package related contracts with suppliers in compliance with internal rules and QHSE standards, applicable technical standards and regulation. Development and management of risk management plans of the related packages as part of an overall project risk management strategy.

#### TECHNICAL SPECIFICATIONS:

Responsible for preparing, elaborating and providing all the specifications and technical documentation to allow Project's engagement with the correspondent subcontractors and to evaluate the suppliers, with the intention of guaranteeing the correct application, bidding, construction and operation, ensuring that the determining factors established by the Permitting department, Environmental and other departments are met;

TECHNICAL SUPPORT: Provides technical support to other areas of the technical department and other departments as necessary across the project lifecycle to ensure the successful completion of the project; Ensure the correct coordination of interfaces with other Project working packages, guaranteeing the

## Moray Offshore Windfarm (West) Limited

### JOB Description

quality of the input/output on time, ensuring the correct management of package and project documentation is performed.

**PROJECT CONTROL AND REPORTING:** Maintain an effective and systematic planning and control of project offshore works (in what concerns cost, deadline, quality and safety); Ensuring control of the budget, deadlines and quality aspect, as well as assessment of contractors/subcontractors involved in the project; Produce monthly project reports outlining progress, budget and safety statistics; Produce other reports as necessary during the course of the project.

**PEOPLE:** up to 3 direct report  
XX indirect report

### REQUIREMENTS:

**REQUIRED ACADEMIC SKILLS:** Degree in Engineering (M.Sc.)

**REQUIRED PROFESSIONAL EXPERIENCE** 10 years of experience. At least 8 years' experience in WTG technology and contracting. Experience in a senior project delivery role in the offshore wind sector is essential. Contractual negotiation experience. Modelling and quantitative analysis capabilities. Experience across all project phases including design, manufacturing, construction, commissioning and handover is required. Experience of managing a multi-disciplinary engineering/project management team is required. A recognized project management qualification/accreditation is desirable. Chartered or Incorporated Engineer status is desirable. A recognized qualification in health and safety would be advantageous, e.g. either IOSH or NEBOSH.

### REQUIRED KNOWLEDGE:

Knowledge of health and safety legislation (including the CDM regulations) and best practice is essential.

Knowledge of technical standards and industry practice across the different disciplines associated with the packages.

Specific knowledge of the structure design processes and in offshore installation is required.

Knowledge of project management processes and systems associated with the delivery of complex, multi-package construction projects is desirable.

A strong understanding of the interfaces and independencies between the project's work packages is required.

### OTHER:

#### Skills/Competencies:

Capability to provide strong leadership to a team of project staff and to lead relationships with suppliers of the relevant package.

## WTG & GEOTECHNICAL PACKAGE MANAGER

Proactive approach to optimizations and improvements

Ability to communicate across all levels of the project team and to support (and manage where required) the relationship with external stakeholders.

A pro-active approach to project and contract management in order to identify risks and opportunities early and initiate appropriate actions.

Ability to work within approved budgets and under deadline pressure.

**Languages:** The project has an international team of employees and the working language is English. Candidates need to be fluent in English both spoken and written. Other languages will be highly valued.

**Other specifications:** Location in Edinburgh, but travelling to supplier's facilities and offices, local construction ports and constructions sites may be required. Periodical offshore working will be involved during installation phase.