



SUBJECT: Communication – Announcement

SUJET: Communication – Communiqué

ASSUNTO: Comunicação – Comunicado

Contract Manager

Our **EPC** department is looking for a **Contract Manager**, who will be responsible for:

- Identify and optimize the contract's commercial leverage
- Analyze and manage third-party contracts
- Analyze and measure risks x opportunities
- Manage and supervise changes in each contract and write amendments
- Manage the project's contract documentation and communications
- Follow-up signatures and workflow of the contracts
- Supervise contractual management processes for ongoing projects
- Analyze contract Profits and Losses and identify the impacts that will vary revenues and margin
- Analyze company's income statement and balance sheet
- Secure financial terms of the contract (currency selection, conversion and exchange, Incoterms, price indexation/variation, terms and guarantees of payment)
- Inform the team on key contract problems
- Ensure the procedures are in compliance with local legislation and group politics

At Voltalia we are passionate about **renewable energies!** We are an electricity producer from wind, solar, hydro and biomass, and also a service provider to 3rd party clients such as **Development, EPC, O&M and Distribution.**

Today we are in **17 countries, split among 4 continents,** and offering a **global operating capacity** to our clients. We are listed on the regulated Euronext market in Paris since July 2014.

Do you have the energy we need?

Announcement Date: 27/03/2020

COMPANY
Voltalia

DEPARTMENT
EPC

JOB TITLE
Contract Manager

LOCATION
Rio de Janeiro, Brazil

STARTING DATE
Immediately

- Support draft contracts, amendments and negotiations
- Support requests negotiation

QUALIFICATIONS:

- Engineering or Law graduation degree
- Minimum of 5 years of experience as a Contract Manager (construction contracts, equipment purchases and engineering contracts) or Project Manager with focus on contracts
- Knowledge in contract management on international industrial projects is a plus
- Experience in renewable energies is a plus
- Knowledge in drafting legal documents
- Knowledge of a project's lifecycles (methods, processes, project management practices)
- Knowledge of the requests, billing and payment process and debt collection mechanisms
- Fluency in Portuguese and English is required, French or Spanish is a plus
- Team spirit while being autonomous on dedicated subjects
- Excellent writing skills
- Creativity and curiosity
- Ability to synthesize and prioritize
- Team spirit, Entrepreneurship, Integrity and Ingenuity are the Company's values and, of course, be a nice person

If you are interested in this career opportunity, please send us your CV to rslatam@votalia.com, with the subject "Contract Manager".

Best Regards | Melhores Cumprimentos

Recursos Humanos