

## PROJECT SERVICES MANAGER

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Are you passionate about delivering complex projects whilst addressing the growing energy needs in Norway and around the world?

Hustad & Granaas, a fast-growing and dynamic project development consultancy within oil and gas and renewables and are looking for new team members that will complement our growing portfolio in onshore wind. This role will involve travelling.

As the Project Services Manager you will own the project services activities and their set-up, including scheduling, cost control, forecasting, information management, reporting and documentation control of the project.

## RESPONSIBILITIES

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- Participate in Project governance and provide high quality of deliverables
- Setting up the cost, schedule and reporting systems and processes for the project
- Manage the planning & schedule ensuring clear, timely and accurate information is provided to all stakeholders including the management of the project
- Prepare and maintain the cost control processes for the complete life cycle of the project
- Keep track of any changes from baseline, variation orders, their status and maintain a change register for presenting to the Supervisory Board
- Establish, track, monitor and update a holistic risk management plan with support from the team
- Prepare weekly and monthly reports that monitor the progress of the project
- Approve all reports produced by the contractors and other stakeholders
- Analyse cost and schedule performance for forecasting and commercial strategy
- Document control guidelines for the project through delegation of tasks within the team
- Establish an infrastructure where the cost, schedule and risk register are equivalent to each other both qualitatively and quantitatively
- Present directional ideas and strategies to the management team
- Keep full overview of all commercial correspondence and contracts in cooperation with the Project Manager and/or Contracts Manager

## EXPERIENCE AND SKILLS

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- Demonstrate strong experience as Project Services Manager for large renewable development projects
- Excellent problem-solving skills
- Have a self-motivated and result oriented mindset
- Ability to deal with ambiguity and find creative resolutions
- Ability to effectively manage multiple stakeholders with a proactive mindset
- Strong decision – making skills including the ability to balance conflicting interests
- Excellent communication and presentation skills, both written and oral
- Have proficient computer skills of MS office package and project scheduling software (e.g. MS Project, Primavera)
- Fluency in English is required; Ukrainian and/or Russian are an advantage

## QUALIFICATIONS

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- Bachelor's and/or master's degree in related technical discipline
- 9+ years of proven and relevant experience within renewable energy projects

## BENEFITS

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- Being part of fast-growing project-oriented consultancy and working at locations globally
- On-going training and development will help to grow your potential
- Opportunity to work on frontier and large-scale developments globally

## OTHER

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Hustad & Granaas AS is a diverse and multicultural team who recognize the value it brings - we are an equal opportunity employer

For further information about the job please contact Per-Olaf Hustad via phone +47 952 94 155 or an email at [po.hustad@hustadgranaas.com](mailto:po.hustad@hustadgranaas.com)

Please submit your application by way of cover letter explaining your suitability and motivation for the role together with your CV to Vasundhra Saraswat on [vasundhra.saraswat@hustadgranaas.com](mailto:vasundhra.saraswat@hustadgranaas.com)