

## Contract Manager

For one of our Clients in Zeeland we're currently looking for an experienced **Contract Manager** (Dutch/English)

### Vacature omschrijving

As a Contract Manager you will be responsible for the development and execution of contract strategies and plans to ensure optimum costs, quality and schedule of a small or medium specific project. You will work independently to solve complex problems.

#### Responsibilities / Duties

- ✓ Performs market analysis, contractor selection and process award, contract management and administration, resourcing strategy, and claims negotiations for capital projects.
- ✓ Develops and executes contracting strategies and plans under general direction to ensure optimum costs, quality and schedule of a small or medium specific project.
- ✓ Serves as the primary interface between Purchasing and the Project Team.
- ✓ Markets are well-known, readily understood and have generally more accessible market data.
- ✓ Ensure Contractual terms, schedule and payment instructions/milestones are clearly and regularly communicated to Contract Coordinators.
- ✓ Ensure that Contract Coordinator has required information to perform invoice verification and timely approval.
- ✓ Support Contractors as appropriate per T/C and invoicing/payment instructions.
- ✓ Work with Contract Coordinator and Project Team to trigger increase of PO value as required.
- ✓ Support Project financial accrual as needed.
- ✓ Ensure that all prerequisites for PO and Contract Closure have been performed.
- ✓ Establish and maintain communications with project staff through meetings, telephone and web conferences and reports and support contractor to obtain site access.
- ✓ Understand the Contractual agreements and develop agendas and participate in project kick-off and alignment meetings.
- ✓ Support Contract Management field activities, duties may include assisting multiple functions and Contract Managers with the preparation and execution of pre-award and post-award activities.

### Je profiel

- ✓ Bachelors Degree in Engineering, Business Administration or Accounting.
- ✓ Previous experience: Commercial contracting with external and/or JV partners or large Capital Procurement leadership position with a minimum of 5 years experience.
- ✓ Cross-Cultural experience: Has worked in various countries working with diverse global cultures.
- ✓ Experience in contracting, Engineering and construction contracts
- ✓ Fluent in English
- ✓ Understanding contract language
- ✓ Available for travel within Europe, mainly Italy
- ✓ Requires in-depth conceptual and practical knowledge in own job discipline and basic knowledge of related job disciplines.

- ✓ Solves complex problems.
- ✓ Works independently, receives minimal guidance.
- ✓ May lead projects or project steps within a broader project or may have accountability for on-going activities or objectives.
- ✓ Acts as a resource for colleagues with less experience.
- ✓ Good knowledge of working with Excel, word, SAP and Powerpoint.

Knock-out criteria : Ability to travel, experienced contract manager

**Referentie:** 1889

**Projectfase:** Operations

**Discipline:** Procurement

**Functie:** Inkoper

**Functie niveau:** Senior

**Regio:** (NL) Zeeland

**Opleiding:** Bachelor

**Ervaring:** 8-15 jaar

**Contracttype:** Project

**Geplaatst:** 01-01-1970

**Adviseur:** Eugene de Vetter

**Telefoon:** +31 (0) 115 820 202

**Mobiel:** +31 (0) 630 386 076

**E-mail:** edv@nouvall.com