



CLEAN ENERGY ASSOCIATES LLC

HUMAN RESOURCES DEPARTMENT I

OPEN POSITION FORM

Position Summary:

Company: Clean Energy Associates LLC
Department: Engineering Service
Position: Solar Project Manager
Location: Europe
Reports to: Engineering Services Director

CLEAN ENERGY ASSOCIATES (CEA) provides technical due diligence and engineering services for solar and storage clients around the globe who are financial institutions, project developers, EPCs, IPPs, and PV power plant owners.

To learn more about CEA, please visit www.cleanenergyassociates.com

Job Description:

The Solar Project Manager will be responsible for executing engineering services' projects such as: independent/owner's engineering reviews, on-site inspections, commissioning verifications, punch list generation, troubleshooting, drawings and design review, factory inspection, technical due diligence, mitigation plan development, etc., on time, within budget, and in compliance with all technical, commercial, safety regulatory, and environmental requirements to meet or exceed client's expectations. The candidate will also be involved in SOW development, proposal preparation and reports delivery to our clients (project developers, EPCs, independent power producers, lenders, investors, financial institutions). The candidate will support the business development team actively to seek out opportunities to grow clients into new service areas, bring in new business through lead generation, and contribute to other project teams as needed. This opportunity has a strong project management component and candidates will be managing several small and large projects simultaneously. The candidate should also be able to resolve conflicts, communicate effectively with clients, be comfortable working in a small group environment, and willing to put in extra effort to coordinate activities across global time zones.

1. Develop and manage project execution in coordination with the rest of the team managing scope, deadlines, deliverables, communications with the client and budget
2. Development of technical specifications, proposals, and scopes of work
3. Overall project management and technical support
4. Perform site inspections including but not limited to EL imaging testing, IR scans and thermo imaging, IV curve testing, commissioning, punch list generation, PAC/FAC, etc...
5. Undertaking inspection of PV manufacturing facilities (Modules, inverters, trackers)
6. Write and review technical reports
7. Consistently communicate with clients and internally in a professional manner
8. PV technical Due Diligence assessment including independent review of solar PV designs, testing/commissioning procedures and QA/QC documentation
9. Review 3rd party Independent Engineering reports
10. Interfacing with clients to discuss results and risk mitigation

11. Produce single line diagrams, basic solar engineering system design, solar resource assessment and energy modeling (PVsyst and others)

Qualifications/Requirements:

1. Engineering degree preferable. Familiar with the EU electrical codes and building codes
2. At least 2 year of work experience in solar PV industry doing EPC Project Management, commissioning work or working for a Technical Advisory firm
3. Ability to execute basic solar engineering design, read electrical drawings and familiar with the components on a site, including MV switch gear and substations
4. Familiar with PVsyst and other solar energy modeling tools
5. Quality, Health, Safety, and Environment (QHSE) mindset
6. Safety training certificate (30hr) desirable
7. Excellent verbal and written communication skills. Other languages are a plus
8. Ability to write technical reports in English and proficient in MS Office
9. Ability to perform detail-oriented, critical reviews of technical documentation
10. Strong analytic and troubleshooting skills
11. Experience of developing proposals for work, including budgets and scopes of work
12. Excellent organizational and time management skills
13. Occasional work outdoors in harsh conditions including but not limited to desert areas, long hours standing, climbing stairs and ladders
14. Strong interest in renewable energy
15. Ability to work in a fast-paced start-up environment
16. Ability to wear personal protective equipment is required (including but not limited to; steel toed shoes, gloves, safety glasses, hearing protection, protective jacket or apron and arm guards).

CEA values taking ownership of the work and perform above and beyond, as such, we're seeking a candidate with the following traits:

1. Ability to absorb information quickly
2. Detail Oriented
3. Organized
4. Patient
5. Flexible
6. Perpetual Optimist
7. Outstanding professional oral and written communication skills, including writing, editing and proofreading
8. Exceptional time management and project execution skills
9. Excellent interpersonal skills and comfortable interacting with personnel of all levels

Desired Start Date:

Immediate

Travel:

Up to 30% (of the year), nationally and internationally

Compensation:

CEA offers competitive salaries, bonus programs and benefits, as well as the opportunity for career progression and professional development.

Interested parties please send a cover letter and resume to hr@cea3.com with the subject line: 'APPLICATION: CEA_Solar Project Manager_Your Name.'

About Clean Energy Associates

CLEAN ENERGY ASSOCIATES (CEA) provides technical due diligence and engineering services for solar and storage clients around the globe who are financial institutions, project developers, EPCs, IPPs, and PV power plant owners. From our base in China, our team of engineers travel to factories around the globe to conduct upstream in-factory quality assurance via audits, production monitoring and pre-shipment product inspection. From our USA base, our engineering (IE/OE) team provides system design, energy forecasting, product benchmarking, and supply chain services. Downstream, we audit projects through the full cycle, including design, construction, commissioning, project performance, re-power and upgrade analysis, and warranty support. We serve the solar industry through our expertise in PV modules, racking, inverters and energy storage systems. Since 2008, CEA has reduced Buyers’ risks and improved returns on investments via technical assurance and engineering services covering more than 25 GW+ in 35+ countries.

Purpose: We believe that by helping our clients and stakeholders deploy solar and storage solutions worldwide we are creating a better future

Mission: To help our clients and partners deploy quality solar and storage solutions worldwide

Vision: To become by 2025 the leading global solar PV and energy storage engineering services firm that creates tangible impact with every client

Core Values:

We are excited to be working in the solar industry and seek your active involvement in building and strengthening our values into your daily life in your professional endeavors.

As a team, our core values differentiate us from our competitors and align our interests as a company, so we encourage all employees to practice and celebrate our values.

CEA Core Values:	Descriptions:
We are Family	We are inclusive and value diversity We appreciate and support each other We celebrate wins; teamwork is the key to our success
Have Fun	We value smiles and laughter We see synergy with our work and personal lives We strive for balance among work, family and community
Unending Curiosity	We approach people and problems with curiosity We always search for new ways to get things done We constantly seek to understand our market, improve our strategy and benefit our clients
Be Humble	We listen with empathy and understand with compassion We act with transparency and openness We admit our mistakes; success is infinitely divisible
Do the Right Thing	We do the right thing for the right reasons in the right way We act with integrity and authenticity, even when under pressure We are honest and listen
Results Matter	We know that getting things done counts most We consistently execute our work despite challenges We have a bias for action and search for answers
Own It	We take ownership of our actions and responsibilities We approach obstacles with the mindset that we can overcome them We honor our commitments and hold ourselves and each other accountable
Perform Above and Beyond	We ask ourselves “What more can I do?”

	<p>We understand our work and strive to exceed expectations We define success by achievement and high client satisfaction</p>
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