

Job Vacancy Description:
Portfolio Manager and Renewable Energy Expert
Reference: 24.14

1. Who are we?

Trama TecnoAmbiental (TTA), with headquarters in Barcelona (Spain), is an international **engineering and consulting** firm in business since 1986 in the field of **renewable energies** and specialized in distributed generation and energy access for development. TTA's multidisciplinary team has comprehensive experience at both technical and management levels and has been exposed to many international projects all over the world.

TTA has been **pioneer** of **renewable energy-based** microgrids, 100% and/or hybrid, both in concept development, design, and engineering, as well as deployment and dissemination with a clear vision and an approach key to **sustainability and social responsibility**.

2. Job description and Responsibilities

TTA aims to cover the position of a **Portfolio Manager and Renewable Energy Expert** to join the **Interregional Unit (IRR) of TTA**. The Portfolio Manager and Renewable Energy (RE) Expert will coordinate projects and develop innovative custom-consultancy services adapted to the project and Client needs. The nature of projects will be related to services and consultancy in sustainable energy, including renewable energy, energy efficiency and energy access with RE based off-grid solutions and mini-grids. The IRR unit will also focus on cross-cutting aspects of energy access, such as the nexus with health, food, comfort services and other innovative aspects.

The **Portfolio Manager and Renewable Energy Expert** will work hand in hand with the IRR Team Lead. The candidate will be responsible for a cluster/group of projects within the IRR unit. The following are the main areas of intervention:

Project Management

1. **Overall project management:** together with Project Manager(s), will oversee the project timeline, workload and budget, manage invoices to clients and from sub-consultants (and reporting internally to Finance/Administration), lead project teams to meet deadlines, coordinate the collaboration (finding, negotiating, follow-up etc.) with external partners; customer relation by participating in calls, meetings and field missions.
2. **Prepare project deliverables:** provide high quality consultancy services, prepare technical reports and other deliverables required by the project in a timely manner and with high-quality writing and control and ensure the content and quality of the deliverables prepared by other project team members.
3. **Field missions.** Travel to project sites when required.

Technical

4. **Owner's engineer:** Advisory services to institutional and private clients on project development, operation, and tender preparation and construction. Review and evaluation of technical and financial proposals by contractors including provision of support in the negotiations with winning bidders, coordination of grant

- disbursements and provision of technical assistance to the winning bidders, works supervision.
5. **Feasibility Studies:** Project identification, demand assessment, techno-economic analysis.
 6. **Financial and business models, delivery schemes:** Carry out financial and economic tools and models, business models for rural electrification, service tiers, revenue stream definition, tariff setting, funds mobilization, and costing.
 7. **Institutional, policy and regulatory support:** develop strategic and planning documents in the field of sustainable energy, policy and regulatory frameworks, among others.
 8. **Capacity building:** prepare and deliver trainings for public and private stakeholders.

Business Development

9. **Support business development.** Support IRR Team Lead and the commercial department in identifying and preparing new proposals and service offers to meet the planned objectives of the Unit.
10. **Client relationships:** Build effective relationships with the clients to maintain good revenue increase, high customer satisfaction and good corporate image.

3. Profile

The ideal candidate for this position **will have** the following competencies:

1. **Educational Background.** A Master's degree in engineering, economics, business administration or similar is required.
2. **Previous Work Experience.** Minimum 10 years of experience in sustainable energy and development is required. Minimum 5 years of experience in solar PV and/or project management is required.
3. **International Experience.** Experience in developing countries is required.
4. **Languages.** Fluency in **English and French** is required.
5. **Project Management Skills.** Knowledge of project management tools and processes is required.
6. **Computer Skills.** Excellent command in Microsoft Word, PowerPoint and Excel are required.

It **would be desirable** for the candidate to have the following aptitudes:

1. **Educational Background.** Specific education in renewable energies, sustainable energy and/or energy access.
2. **Previous Work Experience.** Experience in clean-energy mini-grids or in other renewable energy sources, particularly small hydro. Experience in consultancy of topics related to policy, regulation, project finance of renewable energy access projects is also highly desirable.
3. **International Experience.** Experience with multilateral or bilateral development agencies (the World Bank, UN agencies and development banks).
4. **Languages.** Fluency in Spanish and/or Portuguese.
5. A **Project Management** certification.
6. **Computer Skills.** Experience with simulation software i.e. HOMER, PV SYST, or similar.
7. **Interests.** Passionate about sustainable energy. Motivation to travel internationally. Interest in development projects.
8. **Other Skills.**

- Ability to work with minimum supervision and multiple projects simultaneously.
- Expertise in negotiation processes with clients and partner networks.
- Ability to manage a team, team-workload, methodical and well-organized.
- Problem-solver, pro-active and results-oriented.
- Analytical skills, efficient designing and implementing of processes.
- Ability and proven experience to think creatively learn quickly and develop innovative solutions involving electrical and mechanical challenges.
- Cross-cultural communication and interpersonal skills.

4. Conditions

- **Salary and benefits:** Salary or fees to be defined, depending on qualifications of the candidate. TTA offers a multicultural and flexible working environment with remote work possibilities and flexible working hours, teamwork and constant learning.
- **Starting date:** Immediate.
- **Position based in:** Barcelona, Spain with travels to project sites (<25%). Other locations could be considered for outstanding candidates.

Interested? Please apply by clicking on the following link to upload CV and fill-in form: <https://goo.gl/forms/i05SOg847G7bsybE3>

Only shortlisted candidates will be contacted.