

## Construction Project Manager (Commercial & Contracts)

Jurong Island

### Responsibilities:

- Ensuring Compliance to Contractual obligations of both Owner and Contractor in all Project related works.
- Manage all spheres of Contracts between Owners Engineers, Lenders Engineers, Independent Engineers, and Contractors
- Preparation of Contract Appreciation Document
- Monitoring & Timely Certification of payment claims of Contractors / OE/ IE and other Contractors.
- Managing of Claims and Deviations from EPC Contractors and Managing of Counterclaim's to EPC Contractors
- Listing, Undertaking costs analysis, Formulating, Bidding, finalization of non-EPC scope of works.
- Drafting, reviewing and negotiating contracts with third parties.
- Construction budget preparations and managing the cash flow requirement.
- Customs clearance co-ordination ensuring timely document clearance.
- Participation in the monthly/weekly Project Reviews
- Contracts Administration for minor works (Preparation of Proposal to Signing & closing of Contracts)
- Managing Procurement Contracts Logistics and advising on procurement strategy.
- Monitor transaction compliance (milestones, deliverables, invoicing etc.)
- To assist the Project Director for negotiations with the Contractor in the case of probable disputable issues so that amicable settlement is reached.
- Preparation of Briefs for lawyer's opinions / Senior Counsel
- Preparation of documents for Dispute Resolution/Mediation to close and resolve claims.
- Guide site team members on Contract awareness and any ambiguity.
- Other duties as assigned.



**Requirements:**

- Degree in Engineering field or equivalent education
- At least 9 to 12 years relevant experience in contract management
- Experience in Contract management in an EPC environment would be beneficial
- Experience in negotiation and conflict management.
- Confident in abilities and proven track record.
- Ability to communicate well with team members and possess excellent team building skills.
- Should lead the negotiation and discussion with EPC Contractor representative

**Others:**

- Working location is at Jurong Island.
- Scheduled company transport is provided, to/from Jurong East MRT.

**Interested applicants, please forward your detailed resume including your last drawn salary, expected salary and date of availability to:**

[HR.SG@pacificlight.com.sg](mailto:HR.SG@pacificlight.com.sg)

**Please indicate the position that you are applying on the subject.**

**(All applications will be treated in strictest confidence. We regret that only shortlisted candidates will be notified)**

By submitting your personal data and/or resume to PacificLight (“us”) or to [HR.SG@pacificlight.com.sg](mailto:HR.SG@pacificlight.com.sg), you shall be deemed to have given consent to us collecting, using, and disclosing your personal data for the purpose of assessing your job application. Information collected may also be disclosed to PacificLight Group of Companies (“PacificLight”) which includes PacificLight Power Pte. Ltd and PacificLight Energy Pte. Ltd. for this purpose. Please read our privacy policy [here](#).

