

TITLE	Project Manager, Japan
LOCATION	Tokyo, Japan
DESCRIPTION	<p>The Project Manager will be responsible for managing activities relating to the design and construction of solar photovoltaic (PC) power plants through to operation. Activities generally pertain to the management of the project schedule, budget, scope of work, quality control and associated reporting to GSSG Solar Japan Inc. management, lenders and investors. This entails frequent engagement with project stakeholders in coordinating project activities and resolving issues that arise to ensure the project is completed successfully. The Project Manager will join a lean renewable energy team working in the Tokyo office. Initial projects include a 47MWp plant under construction in Nagano prefecture and a 42MWp plant scheduled to start construction before end of 2017 in Fukushima prefecture. The successful candidate will demonstrate experience with project management on construction projects and an ability to interact with a broad profile of stakeholders in a facilitative manner.</p>
ESSENTIAL FUNCTIONS	<p>The essential functions of this position are:</p> <ul style="list-style-type: none"> - Manage and coordinate all activities pertaining to the design, construction and commissioning of a solar PV plant through to plant operation. - Manage the activities of the prime construction contractor pertaining to schedule, scope of work compliance, quality management, and budget. - Communicate any material variances to project schedule, scope of work, or budget to determine either corrective action or adjustment to forecasted assumptions. - Address Request for Information (RFI) inquiries from project stakeholders and coordinate responses with input and guidance from Taiyo Reserve personnel. - Travel to project site on a weekly basis to meet with construction contractor project management personnel and monitor project activities. - Review project construction reports from construction contractor and provide project reports to Taiyo Reserve management, lender(s) and investors on a monthly basis. - Support activities relating to asset management including preparation of materials for utilization requests to lenders and coordinating the schedule for payment to project vendors and contractors. - Ensure compliance with all governmental authorizations and permitting documentation through coordination with the construction contractor - Review quality management documentation with support from Taiyo Reserve personnel to confirm compliance with agreed specification and industry practices - Facilitate interaction between multiple project stakeholders including government authorities, electric power company, contractors, land owners, technical advisor, lender agents, and other parties involved with successful project completion.
EXPERIENCE	<p>The successful Project Manager will have/be:</p> <ul style="list-style-type: none"> - +5 years of experience in project management with an emphasis on design build construction projects, power generation projects and/or solar PV projects - Demonstrated ability to successfully review, understand and manage compliance with contractual obligations - Demonstrated ability to manage multiple tasks across separate projects in parallel – must be well organized and a good communicator - Electrical engineering background is desirable



EDUCATION	A degree from an accredited university with the focus of studies being in management or engineering discipline
SKILLS	<p>The following skills are expected for this position:</p> <ul style="list-style-type: none">- Ability to facilitate effective communication with multiple stakeholders and drive resolution of issues to successful completion- Excellent communication skills and understanding of Japanese business practices and protocol- Successful track record of working virtually with an international team- Confident in dealing with external parties including developers, land owners, government agencies, utilities, EPC firms, banks, and legal firms- Proactive self-starter and high-achiever who thrives on a challenge- Willingness to travel regularly to project sites in Japan- Fluent in English and Japanese- Strong MS Office skills, including Microsoft Word, Excel, Project, and PowerPoint – strong proficiency in Excel and Project (or comparable project management software) is desirable- A team player with a good attitude who is excited to work for a small company with few of the routine support functions of a large company. Must be ethical in all regards, open to team work, patient, dedicated, and determined
TRAVEL	The role will be based in Tokyo but will require travel to project sites (currently in Nagano and Fukushima prefectures) to meet with project stakeholders. Infrequent travel to the United States or regional countries (i.e. Korea, China, etc.) may also be required for operational assessment and planning purposes.
CONTACT	<p>GSSG Solar Japan Inc. is an investment firm that recognizes that our core asset is our team of investment professionals. If you feel like you are a good candidate for this important role in our company, we encourage you to apply, specifically highlighting how you would fit the needs of our team.</p> <p>Please send a resume and short cover letter or email to:</p> <p>Martin Mesmer – Director of Operations, Japan Martin@gssgsolar.com</p>