



# Solomon Islands Electricity Authority

## trading as **SOLOMON POWER**

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### MANAGER PROJECTS, SOLOMON POWER

**Solomon Islands Electricity Authority trading as Solomon Power** invites applications from qualified individuals for our **Manager Projects** role. The role is responsible for managing all Capital Works programs & projects including projects funded by the World Bank (WB) under Solomon Islands Sustainable Energy Project (SISEP); & other projects as may be necessary (e.g. Solomon Islands Energy Access Expansion Project; Solomon Islands Electricity Access & Renewable Energy Expansion Project (Phase II) & other projects.

The role reports to General Manager Capital Works (GMCW), Solomon Power. It is a full time role and based in the Solomon Islands. The initial duration for this role will be for 12 months with option to renew for a further 18 months depending on satisfactory performance and future approval of WB funds. The key objectives of this engagement are:

- Management of all projects and program for Capital Works team with a focus on timely delivery of World Bank projects
- Ensure program of works and projects are scheduled and completed successfully, within budget & within required timelines
- Development of project management skills in the Capital Works teams for successful delivery of all program and projects
- Provide comprehensive training on project management skills including crafting documentation and process flow charts
- Review existing project management documentation/process and revise/update for relevance, currency and accuracy
- Assist GMCW to ensure the delivery team has optimum resources to deliver the projects/programs.
- Work closely and support Manager Contracts to develop all required tender and contracts documentation and provide supporting role for preparation for new projects, especially preparation of documents such as procurement strategy, procurement plan.

Interested individuals meeting the following requirements are encouraged to submit their applications which must include a CV detailing their qualifications, skills and professional experience.

#### **Requirements:**

**Qualification:** Engineering qualifications/experience in Electrical, Civil or Mechanical.

**Professional experience:** At least 10 years demonstrated experience in the Project Management delivering projects for electricity utilities; electricity utility working experience or similar environments; demonstrated experience to produce progress reports; experience in Contract Management /Procurement/Project Management; demonstrated good written and oral communication skills; demonstrated experience to deliver outcomes within tight timeframes.

**Skills:** Superior communications skills, verbal and writing – putting together complex documents, writing reports and instructions, providing feedback, communicate effectively with internal and external stakeholders; ability to manage resources, doing budgets, managing spend against budgets, reporting and managing variances; ability to lead, manage and supervise team members; ability to provide effective performance management, mentoring and coaching to peers and other employees, ability to provide sound technical advice and inputs; clear understanding of the project lifecycle process and the requirements to ensure the delivery of successful projects and actively drive projects to successful completion; sound computer skills; competent in relevant project management applications; and team player.

**Desirable attributes:** Experience working in the Pacific Region or similar context; detailed knowledge and experience in use of AS/NZ conditions of Contract for Design, Design and Build and construction contracts; detail knowledge and use of *Fidic* or similar conditions of contracts; experience of procurement of goods, works.

#### **Duration of engagement**

The initial engagement will be full time role based in Solomon Islands for up to 12 months. The contract may be renewed pending on future approvals at the expiry of the 12 month contract.

**Applications close end of day, Solomon Islands time, Thursday 12<sup>th</sup> April 2018.**

“Terms of Reference” (TOR) for the role can be obtained from Solomon Power’s Corporate Services Division via Ms. Lucy Piko, contactable 08.30am to 04.00pm Solomon Islands time, Monday to Friday via Solomon Power switchboard telephone numbers 38842, 38843, 38845 or 166 and then to extension 210 and/or via email address: [Lucy.Piko@solomonpower.com.sb](mailto:Lucy.Piko@solomonpower.com.sb).

Applications must include a cover letter and a clearly outlined CV that must include names and contact details for 2 referees. An application can be submitted in one of two ways: in a sealed envelope and clearly marked “**Manager Projects**” and addressed to:

#### **Chief Executive Officer**

Solomon Islands Electricity Authority  
P.O. Box 6  
Honiara

**Attention: General Manager Corporate Services**

Alternatively you can send in your application pack to include your CV and details of 2 referees to restricted email address: [recruitment@solomonpower.com.sb](mailto:recruitment@solomonpower.com.sb), to be received before end of day, Solomon Islands time, **Thursday 12<sup>th</sup> April 2018.**