

Contract Manager

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Company: Burdock

Location: Belgium

Category: other-general

> CONTRACT MANAGER

Introductie

Our client provides the industry with general contracting services as an industrial integrator from project management (EPCM) to full turnkey construction (EPC) via Conceptual Engineering.

Today, they are looking for a **Contract Manager** to support them on a project in Longwy.

Functie

Issue to the Client or to Subcontractors all documents with an impact on contractual aspects, budget and time schedule and change in scope of work after approval of PEM.

Ensure that all customer's and internal contractual requirements are upheld.

Transfer these requirements into supplier's and sub-contractor's contracts.

Define the equipment and services (legal and commercial) purchase criteria in line with the Contract.

Follow up on the project's incoming and outgoing invoices based on the contractual requirements and received internal technical information.

Maintain a budget forecast of all incoming and outgoing expenses until the end of the project.

Control the consolidated budget of the project.

Be the representative of the company to the client and the coordinator for all contractual aspects.

Identify contractual risks and reports on all contractual aspects on a monthly basis.

Functie-eisen

At least 10 years' experience in a similar position.

Must have worked on projects, with engineering studies and site work.

Experience of collaboration with multidisciplinary teams.

Fluency in French and English.

Autonomous.

Rigorous.

Very good communicator, team player.

Passionate about our business.

Willing to travel, worldwide (up to 20% of time).

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