

## Job Description

### Commercial Manager

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We require a highly experienced and motivated Commercial Manager to join the Commercial Team and take the lead in and determine best overall strategy to deliver cost effective solutions under their area of responsibility. The successful individual will be responsible for ensuring that all contracting matters are in accordance with legislation, ethical practices, Moray procurement policies and tender requirements

#### MAIN ACCOUNTABILITIES

- Provide leadership, direction and guidance in understanding offshore wind supply chain markets and lead and/or participate in negotiation of contracts and inform other strategic decisions with regard to relationships with suppliers in support of offshore wind projects.
- Negotiate contracts that are fully compliant to support our business needs which mitigate commercial risk and drive appropriate supplier performance.
- Deal with claims mitigation and challenge cost disputes with suppliers
- Provide leadership, direction and guidance on all contracting issues, playing a pivotal role and involving as required other Project areas such as: Legal, Finance, Wind Assessment, Technical, Project Management, etc.
- Develops contracting strategies and processes for tendering Requests for Proposals (RFPs), reviewing and leveling vendor proposals, and negotiating contracts that result in the best value possible
- Responsible for definition and execution of negotiation strategies for each of the project contracting packages
- Challenge scope specifications to determine where unnecessary costs can be eliminated and more value can be achieved.
- Liaise with end users to develop and review technical scope/commercial packages for competitive tender events.
- Be responsible for reporting to the Head of Commercial, Project Director, Board of Directors (by invitation) on the Commercial function's achievements against objectives.
- Be accountable for team management, performance management and people development of all Commercial function staff
- Identify new potential suppliers in order to create additional competitiveness and market tension for various project areas

**RESOURCES MANAGEMENT:** 1-2 direct reports

#### REQUIREMENTS

##### ACADEMIC SKILLS:

University Degree, preferably in technical and/or financial areas.

##### PROFESSIONAL EXPERIENCE:

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- Ideally a minimum of 5 years' experience in the energy sector. Experience in the offshore wind or renewables industry desirable.
- Experience in negotiation and managing complex construction contracts, ideally in offshore wind industry.

#### KNOWLEDGE:

- Knowledge of Supply Chain Contract management fundamentals, best practices and industry trends
- Languages: English
- Understanding of contract law (preferably FIDIC contract style)
- Deep understanding of cost drivers on contracts, demonstrating transparency and overall value.
- Strong communication and negotiation skills.
- Computer literate, experience of MS Office packages (in particular Excel)
- Previous experience in procurement and market competitive analysis highly valuable.
- Previous experience in large international tenders highly valuable.

**MOBILITY:** Willingness to travel internationally

#### SKILLS:

- Self-starter who takes a proactive approach to commercial management in order to identify risks and opportunities early and initiate appropriate actions.
- Ability to build to relationships and communicate across all levels of the project team and to support (and manage where required) the relationship with external stakeholders.
- Attentive to detail with strong negotiation, influencing, written communication and time management skills.
- Analytical with the ability to distill, synthesize, and draw conclusions on large amounts of data.

#### LOCATION:

Location in Edinburgh with some flexibility for home working. Travel to supplier's facilities and offices will be required.