

# Vacancy

**CLP Power Hong Kong Limited**

**Mega Projects & Project Management Office**

**Assistant Project Controls Manager (2-Year Contract)**

**[Ref. CLPP- MP&PMO-APCM]**

To support the government's drive toward decarbonization and reaching carbon neutrality by 2050, CLP is actively pursuing new opportunities for renewable energy. In support to the government's vision, CLP are performing pre-development and feasibility studies of a large-scale renewable energy project subject to the HKSAR government approval. We are looking for a high calibre professional with specific experience in offshore renewable energy projects and strong expertise in the engineering and construction of large-scale projects to join the Project Team.

Report directly to the Senior Contracts & Procurement Manager in the interim, the incumbent will be responsible for developing the overall project control strategy for the Project, managing the overall project schedule and cost control function including all reporting, Commercial and Finance interfaces. It covers all contracts required for the development, engineering design and construction phase of the project, integration schedule of all consultants & contractors, tendering & bid schedules evaluation support as well as schedule management and performance management of the consultants & contractors.

## **Responsibilities:**

- Be responsible for the master schedule of the project and resource profiles for proper resources allocation;
- Administrate the Management of Change (MOC) process and provide regular reports to the Project Director and Senior Contracts and Procurement Manager in coordination with relevant project stakeholders;
- Monitor, effectively control and report the overall project progress and expenditure, ensure corrective actions are taken on deviations from the overall project milestones and financial target through collating and agreeing with Project related discipline managers as well as related stakeholders;
- Manage all commercial and financial reporting, cost control reporting and commitment tracking with the associated expenditures;
- Prepare the required meeting materials for Project Execution and Steering Committees as well as management of the recorded meeting minutes and action items tracking and execution;
- Effectively identify the factors affecting the project progress and deployment of resources, both internal and external, for the successful delivery of projects, and provide prompt advices to the Project Director and Management;
- Collect, review, benchmark and analyse data against pre-determined project performance indicators, manpower utilisation and productivity statistics, suppliers and contractor performances, identify variance and formulate rectification plan/action with key stakeholders;
- Direct document management system to ensure all project documents are properly retained, controlled and traceable with correspondence management;
- Conduct post-project appraisals with project team and the relevant stakeholders to identify areas of improvement in the project management system;

## Requirements:

- A recognized university degree in Engineering or related disciplines;
- A minimum of 10 years of relevant experience in the planning, engineering, and implementation of civil infrastructure or site construction projects; experience in large multi-national and multi-location energy infrastructure projects e.g. oil and gas and power prospects in EPC phases is an advantage;
- Possess professional qualification from HKIE or other recognized engineering professional bodies would be an advantage;
- Broad knowledge and experience on project control functions and project management tools and sound commercial and technical knowledge;
- Strong track record and capability to manage complex industrial projects; Prior hands-on experience in offshore construction projects is preferable;
- Sound knowledge and experience of the contract management related to the development and implementation of large infrastructure project facilities;
- Excellent skills in reporting, Strong leadership skills, interpersonal skills and good team player;
- Good written and spoken English. Proficiency in Cantonese and Mandarin would also be an advantage.

The appointee will be required to work in the Power Stations located at Tuen Mun area.

Please apply by sending email to [hrgbg@clp.com.hk](mailto:hrgbg@clp.com.hk) giving a detailed C.V., including academic qualifications, career history, major achievements and personal attributes on or before **29 October 2021**.

To facilitate our easy tracking, please use a unique file name for all attachments and your email subject box in this format: **Ref.: CLPP\_MP&PMO\_APCM\_Last Name\_First Name\_Other Names**.

Applicants not invited for interview within 6 weeks from the closing date may assume their applications unsuccessful.

Information provided will be for recruitment purpose within the CLP Group and only short-listed candidates will be contacted. We comply with all applicable laws and regulations of HKSAR in handling applications. For details of the Personal Information Collection Statement, please visit our website: <https://clp.to/engPICS>

For further information on our company, please visit our website:

<https://www.clpgroup.com/>



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