

Title	Job Description for US001	Task	Name	Date
Document	USH-OCA-JDS001	Prepared	NWW	27/02/2019
Revision	4	Reviewed	MAC	27/02/2019
Subject	Staff Role and Responsibilities	Approved	NWW	
Role ID	US001			
Role Title	Senior Offshore Consultant and Manager			
Reporting to	President			
Manager for	Consultants			
Base Location	Boston, MA			
Role Summary	The primary focus of this role is to provide professional engineering support to our offshore wind Clients in the US. Secondary and long-term focus is to manage US operations from a startup into a thriving and growing US consultancy business.			
Management Responsibilities	Day to day OCA project delivery to Clients Management and leadership of US team and provision of all US market services Provide focal point for Client communications			
Technical Responsibilities	High quality delivery for US Market Sales Manages effective knowledge acquisition and retention in US organization Builds and maintains excellent US Market interpersonal network Leads implementation of corporate Quality topics Maintains corporate ethos of unwavering commitment to delivering safely			
Attributes	<p><i>Experience</i> Minimum 8 years' experience in project delivery environment, preferably in consultancy environment and with significant offshore construction experience. Preferred 2 years' in offshore/marine industry project execution, covering one or more of fixed structures, floating, subsea or vessel operations. Preferred 2 years' experience of managing business operations, marketing and sales, including financial responsibility for budgeting and delivery within commercial organization.</p> <p><i>Skills &amp; Qualifications</i> Must be entitled to work in US, but able to travel occasionally as required. Minimum Bachelor's degree in an Engineering, Science or Management discipline and preferably recognized professional qualification – eg PE License. Highly organized with proven project management skills – eg PMP Certified. Commercial and sales document drafting under US/Mass law. Excellent communication and negotiation skills, collaborative approach to challenges and risks. Strong awareness of stakeholder expectations and meeting these Demonstrable skills in data collection, analysis, problem solving and reporting.</p>			
Remuneration	USD100k+ package comprising Salary + Discretionary Bonus + Substantial Benefits			