



## Vacancy

# TECHNICAL PROJECT MANAGER CONFORMITY ASSESSMENT AND TECHNICAL SUPERVISION

Rail Baltica is the largest Baltic transport infrastructure project that will create the North – East economic corridor. It will be an electrified, high speed railway line with modern infrastructure for passenger and freight services, ensuring environmentally friendly and fast transportation from Tallinn to the Lithuanian-Polish border. Rail Baltica will connect the Baltic States with Central and Western Europe. The project is largely co-financed by the European Union. It must be well-governed, with clear financial flows and procurement systems. RB Rail AS is looking for a new enthusiastic **colleague** to join our growing team in a position of **TECHNICAL PROJECT MANAGER**.

Our ambition is to plan, monitor and control the delivery the new best-in-class, innovative, environmentally friendly railway infrastructure with cost competitive technical solution in the region to improve the long-term well-being of the society of the Baltic States and European community. RB Rail AS is the three Baltic States' joint venture, it was established in October 2014 and is registered in Latvia. Main business of the joint venture is the design, construction and marketing of the railway. RB Rail acts as a main coordinator of the project.

## JOB PURPOSE

The Technical Project Manager will be responsible for directing and supervising the Rail Baltica project parts for and on behalf of the joint venture. In particular, relationship management with relevant stakeholders, managing the technical direction through planning, design and implementation in accordance with the global project objectives and best practices of the project management particularly related to the scope of works, time of the project implementation, budget control and the quality of the works. Regularly report the progress and status of the works to senior management and identify/manage issues/risks arising during the project works implementation. The Technical Project Manager must exhibit strong leadership skills to indirectly manage resources and drive the project to successful completion in time, within dedicated budget and within required quality. Main focus of his / her duties will be planning and management of Conformity Assessment and Technical Supervision projects / contracts.

## QUALIFICATION

- 5+ years of Technical Project Management experience with a proven track record of success managing small-to-large scale, preferably international/cross border infrastructure construction projects.
- Bachelor's / Master's degree in Engineering, Quality Management or equivalent experience, certification as a project management professional (PMP) or similar certification is preferred but not mandatory.
- Strong knowledge of Quality Management methodologies, tools and processes is required.
- Experience in EU legislation and TSI requirements on interoperability of the rail system is a plus.
- Project management experience (budgeting, estimating/forecasting/costing and reporting).
- Experience in construction field and/or engineering field, or railways preferred but not required.
- Experience in contract management preferred but not required.
- Experience with a proven track record of the use of project management tools and integrated control techniques.
- Demonstrates strong communication and negotiation skills, to manage expectations of both business partners and internal technical team members.
- Proficient in the MS Office Suite with strong working knowledge of Microsoft Project or other similar tools.
- Excellent organisation skills and technical mindset, to plan the use of people and resources to meet deadlines.
- Strong interpersonal skills, to motivate and lead your project team.
- Comfortable speaking to all levels of leadership (Director, Vice President, etc.) and engaging with and co-ordinating multiple stakeholders.
- Good command of Business English, fluent in one of Baltic languages.
- High ethical standards, honesty and impeccable reputation.
- Able to benchmark and apply the best practices of large infrastructure projects and organizations;
- Strives for continuous improvement and precision in every detail.

## RESPONSIBILITIES

- Manages plans and oversees execution of the assigned Rail Baltica project parts in line with the established plans, budget and quality for the global project.
- Identifies barriers and impediments precluding team members from making progress.
- Organizes and facilitates project/activity team meetings to achieve the planned results.
- Coordinates communications, escalates and facilitates the resolution of risks, issues and possible changes.
- Maintains transparent visibility of project progress status, issues, direction, decisions, etc., establishing themselves as a trusted advisor.
- Comes up with mitigation options to project issues/challenges (w/o waiting on direction) and always puts forward a recommendation with supporting justification.
- Manages budgets in terms of estimating forecasts, tracking actuals, reporting discrepancies and making adjustments accordingly.
- Works in partnership with other departments to create accurate and timely updates, to prioritize and escalate issues, and to facilitate resolutions.
- Facilitates meetings with all levels of the company, clearly articulating objectives, keeping people focused and walking out with identified action items and next steps.
- Communicates technical issues to non-technical people.
- Keeps top and senior management, team members and project/program stakeholders informed of critical issues, project status, changes, etc. on a consistent basis.
- Evaluates and ensures the technical parts of project development in compliance with technical standards and policies.
- Cooperates with local, regional, national, and international stakeholders and communicates with internal and external project stakeholders.
- Coordinating cross-border affairs and interests on technical aspects, consensus building, and sustaining relationships.

## ORGANISATION REPORTING STRUCTURE

The TECHNICAL PROJECT MANAGER will report to the Project Manager.

**OFFICE LOCATION:** Full time position, located in Riga; alternatively, at RB Rail offices in Tallinn or Vilnius.

**SALARY:** From 3500 EUR/Gross

If you feel that your experience and personality match the respective position and you are willing to be a part of the challenging and unique project, please, send your Motivation letter and Resume (CV) in English with the subject "TECHNICAL INTERFACE EXPERT, Estonia" to RB Rail AS recruitment partners CVO Recruitment Latvia: rbrail@cvor.lv. Ph. +371 67356120.



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