



Project Manager Position Description

Aegis Renewable Energy is a leading provider of solar power clean energy solutions to commercial, industrial, and community-based customers investing in a more sustainable future. Due to an exciting new strategic partnership and access to new growth capital, we are experiencing rapid growth in all sectors of our business. We seek to expand our team with inspired and talented individuals who share our passion for harvesting the clean and renewable power of the sun.

Location

Waitsfield, Vermont

Classification

This is a Salaried, Full-time, Exempt position.

Position Summary

Aegis Project Managers play a pivotal role in managing the successful execution of Aegis customer contracts for commercial solar projects ranging from 150kW – 7MW. Primary focus is on maximizing customer satisfaction, achieving project profitability targets, managing tight performance to schedule, and utilizing Aegis' project management practices. Aegis commercial solar and storage projects entail project team collaboration, project tracking and scheduling, stakeholder management, project financial management, scope documentation, site layout, project contract management, system design and engineering, material procurement, subcontractor management, construction coordination, and final system commissioning.

Reporting & Other Key Relationships

The person in this position reports directly to Aegis' Vice President of Operations and will work closely with the Director of Construction. They work closely with Aegis project development professionals as projects move into the EPC phase and with our Operations & Maintenance (O&M) team members to ensure seamless transition into successful customer service engagements. Aegis Project Managers also work closely with our accounting staff to ensure accuracy in project accounting and achievement of project profitability targets. The PM will work closely with Aegis' Project Coordinator and at times will collaborate with colleagues from our sibling companies.

Responsibilities

All Aegis employees are responsible for collaborating as a team to contribute to the overall success of our business while advancing our culture of mutual respect, inclusiveness, continuous improvement,



and personal well-being. Working together with fellow team members, the person performing this job will be primarily responsible for the following functions:

- Coordinate and manage subcontractors - closely collaborate with Aegis construction-site supervisors to provide timely and best-practice solutions to field challenges
- Interface with and manage product / equipment vendors and project material procurement
- Generate and organize ongoing project documents and consolidation of closeout documentation
- Build on and improve existing project management, project evaluation, and permitting processes
- Perform other project management duties as assigned

EPC Project Management

- Customer engagement and satisfaction
- Customer retention and generation of follow-on projects
- Collaborate with engineering, procurement, construction, and financing teams in order to plan for, and fulfill, projects
- Project scheduling and management
- Component procurement and supply chain management – Shared responsibility
- Subcontractor/vendor negotiations and management
- Ensure employees, subcontractor, and customer safety
- Project closeout and seamless hand-off to O&M

Financial Management

- Support operations project estimating, budgeting, and forecasting (incl. weekly tracking and reporting – Budget vs actuals)
- Achievement of profitability targets for managed projects
- Disciplined change order management and customer approvals
- Project cash flow forecasting (timing of forecast revenues and expenses)

Customer, Subcontractor and Vendor Relationships

- Maintenance of a strong customer, subcontractor and vendor relationships, including mutual respect, understanding, communication, professionalism, problem solving, and a passion for success
- Ongoing support and timely communication with customers and subcontractors
- Grow and deepen network of subcontractors for different scopes of work

Process & Systems

- Follow SOP's and best practices
- Learn and Utilize enterprise systems for project documentation, scheduling, communication



Qualifications

Experience & Education

- Renewable energy project manager with expertise in commercial-scale solar project management, procurement, construction, vendors, subcontractors.
- Bachelor's degree in engineering, environmental science, business, or construction management
- Strong project management training and expertise, and a successful track-record in the field

Required Skills, Knowledge & Competencies

The following skills are required of the person acting in this position:

- Minimum of 3 years' commercial solar EPC project management experience
- Experience managing outsourced vendors and subcontractors
- Competency in industry standard software tools such as CRM's, project scheduling, and project management workflow tools.

Key Attributes for Success

- Strong collaborative experience with teams of construction-related personnel and subcontractors
- Skilled in developing productive working relationships with customers, Subcontractors and vendors, based on competency, mutual trust, and effective communication
- Intimate knowledge of the critical factors and disciplines necessary for success in project management
- Strong process and system development competencies
- Detail oriented, highly organized, and skilled at balancing priorities

Beneficial Qualifications

The following qualifications are beneficial to high performance in this position, but are not required:

- Solar sales and account development
- Solar operations, maintenance, and service
- Background in environmental/wetland science or engineering
- Solar project development, land/construction permitting, etc.
- Solar project economics, finance, tax credits, asset management, etc.
- Solar EPC contract writing and review

Working Conditions

The work environment characteristics described here are representative of those an employee may encounter while performing the essential functions of this job.



- While Aegis is committed to a flexible and accommodating working environment for all its employees, this position requires daily presence in our offices in Waitsfield, Vermont
- Available to travel to project sites (for day trips) within Vermont, and occasionally (for up to 2-3 days) throughout New England.
- Ability to prioritize activities and thrive in a professional, dynamic, deadline-oriented office environment.

Compensation & Benefits

Aegis places a very high value on the talents, passions, and collaborative teamwork of all members of our company. Base pay is market competitive and commensurate with experience and qualifications. Aegis offers a generous employee benefit package that includes employer-paid medical, dental, and vision insurance, paid time off, and a Simple IRA plan with matching employer contributions.

More About Aegis

As a full-service renewable energy system EPC (Engineering, Procurement, and Construction) company, Aegis develops, designs, installs, and maintains clean energy systems throughout the northeastern United States. Since its founding in 2011, Aegis has become one of the most respected solar EPC companies in New England.

With its main offices in Waitsfield, Vermont, Aegis currently employs approximately twenty people. Aegis has recently joined a strategic partnership now composed of three solar companies that offers greater access to growth capital, collaborative project resources, and expanded market opportunities, while maintaining Aegis' local leadership, strong brand, and tight-knit culture.

Aegis Renewable Energy is devoted to the values of diversity and equal opportunity in all areas of our business. We are an equal opportunity employer and are committed to providing employees with a work environment free of discrimination and harassment. All qualified applicants will receive consideration for employment and advancement within our company without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status, or any other characteristic protected by law.

Learn more at www.aegis-re.com.

**Interested candidates are invited to submit a cover letter and resume to Sonia Behn @
sbehn@aegis-re.com**