



# Proman Portugal Job Opportunities

**July 2024**

Promanec - Engineering &  
Construction Lda.

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Share Capital: 3.200.000,00 €  
VAT ID: 509 967 949

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## About Proman

Founded in 1984, Proman started as a **PRO**ject **MAN**agement company specialized in the construction of large industrial projects. Today we are a global leader in natural gas derived products and services.

Headquartered in Switzerland, we are a multi-asset, multi-regional diversified energy producer with methanol and fertilizer production facilities in Trinidad and Tobago, the United States and Oman and we are currently expanding into Mexico and UAE.

Proman has a global presence in the production, sales and distribution of natural gas derived products – methanol, ammonia, melamine and UAN solution, as well as assets to produce natural gas onshore in the United States and offshore in Trinidad and Tobago. We cover all aspects of the gas molecule’s journey from extraction through to production and onwards to the delivery of the final product to our partners.

Proman is also a significant services business, with extensive experience in engineering, plant operations, petrochemical and power plant construction, product marketing and logistics, project management and project development. Our global development teams fund and develop projects, providing support at all stages by securing environmental permits, arranging critical commercial contracts and raising asset-level financing, to help bring projects to completion across the petrochemical and energy industry. They are also always looking for ways to utilize Proman’s expertise to explore innovative and forward-looking energy solutions.

Our people’s commitment and quality define us as a company. Our highly skilled and talented teams around the world use their expertise and experience to deliver high quality services across the business in project development and project management, in the construction and upgrade of plants, in the management of plant operations as well as in the maintenance and turnarounds of existing facilities.

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# Project Manager

Proman Portugal

2024

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## Position Overview:

Candidate will be integrated in the EPC Project Management Team as part of Proman's E&C division and will be based in Portugal.

- Project management for projects for international customers and/or internal Proman's projects
- Overall responsibility for the execution of projects in compliance with the company's project execution and quality guidelines
- Project team coordination and leadership, including human resources planning
- Coordination with different company's departments, external partner and other group companies for the on-time, on budget and quality project delivery
- Support calculation and estimation of costs, offers preparations
- Together with project management team implement all required project monitoring and control activities
- Define and drive the execution of the project execution plan
- Main Point of Contact with Client's project organization for technical and commercial matters
- Lead the integrated project team and contractors, ensuring that all project goals are fulfilled
- Dynamically control the overall schedule
- Report progress to external and internal stakeholders
- Co-ordinate the engineering, procurement, and construction activities to ensure they meet the project requirements

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- Monitor that project procedures and instructions are being developed and properly implemented
- Ensure that Project Quality Plan is properly implemented and maintained to the benefit of the Project
- Maintain control of project costs and report cost performance against budget throughout the Project
- Implement project Risk Management procedures, as per companies' policies and tools, keeping project's Risk Register up to date
- Ensure that Health, Safety & Environment is given the highest priority.

**Experience:** At least 7-10 years work experience as project manager in large industrial projects in the petrochemical or oil & gas sector.

**Valued experience:** managing large Petrochemical or Downstream Oil&Gas EPC projects in USA/North America or Middle East. Preferably on methanol and ammonia production plants (not mandatory).

### Required Qualifications

- University degree in Engineering
- Preferred experience: Power, Oil & Gas, Refining or Petrochemical related projects
- Experience in construction project strongly valued but not mandatory
- Microsoft Office package, in particular Excel and Project
- Advanced or native English domain
- German or Portuguese are beneficial but not mandatory
- Soft skills: target oriented, team player

### What we offer:

- Meaningful Work
- Competitive remuneration
- Continuous training

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- Opportunity to integrate a multicultural and dynamic team, based on strong values and principles such as collaboration, camaraderie, integrity and commitment
- Overall conditions of an international successful group
- Presential work model
- Additional benefits

**Location:** main location is Lisbon, Portugal but candidate should be available for occasional traveling and spend some periods abroad as required

**Contacts:** If you are interested in joining our team, please send us your CV (in English), followed by a motivation letter to [hr.pt@proman.org](mailto:hr.pt@proman.org), with "**Project Manager**" in the subject field.

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# Construction Site/Project Manager

## Proman Portugal

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### Position Overview:

Candidate will be integrated into the EPC Team as part of Proman E&C division and will be based in Portugal, with long periods allocated to projects and construction sites worldwide.

### Key Responsibilities:

- Collaborate closely with the Project Manager and Construction Manager in the planning and execution of petrochemical and industrial projects for both international clients and internal Proman initiatives.
- Efficiently coordinate construction teams and activities, whether they involve internal teams, integrated within partnership teams or managing subcontractors.
- Support the Project Manager in developing the Construction Execution Plan and preparing deliverable documents list and content.
- Efficiently plan and define construction site facilities, construction execution methods, construction contracting strategy, equipment requirements and definition, transportation to site, and all related construction and site activities.
- Efficiently deliver to contractual milestones to pre-commissioning and commissioning teams, completely built and tested facilities, in compliance with all applicable handover requirements and processes.
- Support and prepare construction cost estimates for both internal and external construction works and activities.
- Coordination with different company departments, external partners, and other group companies for on-time, on-budget and quality project delivery

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- Manage interfaces between stakeholders, including Clients, Project Management, Engineering, Contractors, Vendors, Operations, HSE, and Quality.
- Provide input to the project controls team for cost and schedule reporting.
- Ensure that the project adheres to relevant industry standards, regulations, and codes.
- Monitor that company and project procedures and instructions are properly implemented, by construction teams and Contractors.
- Ensure that the Project Quality Plan is properly implemented and maintained to the benefit of the Project.
- Ensure that Health, Safety & Environment is given the highest priority.

## Experience

A minimum of 5 years of work experience in managing construction works for industrial projects, specific experience in petrochemical projects being highly valued.

Experience in executing projects in Middle East strongly valued.

## Required Qualifications

- Bachelor's degree in mechanical or industrial engineering, or a related field.
- Preferred industry experience in power, heavy industrial, gas separation, oil/natural gas, or process facilities, pipelines, with a specialization in methanol and ammonia being highly valued.
- Previous experience in managing construction projects is strongly preferred.
- Language skills: Proficiency in English is mandatory. Proficiency in other languages such as German, Portuguese, or French is beneficial.
- MS Office, in particular Excel
- Soft skills: Results-oriented, a strong team player, excellent communication skills.
- Availability for regular travelling and spend periods abroad as required.

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## What we offer:

- Meaningful Work
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- Continuous training
- Opportunity to integrate a multicultural and dynamic team, based on strong values and principles.
- Overall conditions of an international successful group
- Additional benefits

## Location:

- Base location: Lisbon, Portugal.
- Work location: construction site worldwide.
- Recurrent traveling and extender periods abroad expected.

## Contact:

If you are interested in joining our team, please send us your CV (in English), followed by a motivation letter to [hr.pt@proman.org](mailto:hr.pt@proman.org), with "**Construction Site/Project Manager**" in the subject field.

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# Project Quality Manager

Proman Portugal

2024

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## Position Overview:

Candidate will be integrated in the QSE Department Team as part of Proman E&C division and will be based in Portugal.

## Key Responsibilities:

- Support the QSE Director within the scope of the objectives defined for the QSE Depart.
- As required, provide quality support to all company Departments, specially to the EPC Depart. (i.e., revision of documents issued by Engineering Team, Tender development, codes, and standards interpretation, etc.).
- Develop and implement a Quality management system for a Project execution phase following applicable company procedures, client, and other requirements (i.e.: codes and standards).
- Define and secure the implementation of the Project and/or Site Quality Plan (including the ITP emission, control and register of the respective quality control records), in cooperation with the Project Manager and/or QSE Depart.
- Issues Welding, NDT, and other quality documents (i.e., WPS's, Welding Book, Method Statement, NDT Procedures, Pressure Test Procedure, etc.) as per project's needs.
- Approves the welders and NDT Technicians qualifications.
- Manage the Site Quality Officer tasks.
- Manage the subcontractor's quality management activities.

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- Assist the Project Manager in resolving any client discrepancies and ambiguities.
- Manage project and/or site regular inspections and audits, including to the Suppliers/Vendors/Subcontractors.
- Interpret the results of verifications, inspections and tests carried out during the fabrication and site works, defining, and controlling correction and corrective actions.
- Participate in expediting activities regarding the systems/equipment fabrication.
- Manage the nonconformity reports, its implementation and follow-up communicating these to the Project Manager and QSE Depart.
- Partake in works quality meetings and compose monitoring reports.
- Manage the correct application and adequate state of conservation (maintenance, repair and/ or external calibration) of the Monitoring and Measuring Equipment's associated to the works.
- Provides training and mentoring in quality related topics to company and Project/Site staff, ensuring that the relevant codes and standards or other applicable requirements are known and followed.
- Manage the collection of all relevant Project documents that will be part of the Customer Technical Documentation.

## Experience

At least 10 years work experience in industrial plants (preferred experience: Power, Oil & Gas, Refining or Petrochemical industries).

## Required Qualifications

- Degree or bachelor's (preference in engineering)
- ISO 9001:2015 training
- Welding Coordination training
- Auditor Training (ISO 19011)

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- MS Office, AutoCAD, MS Project
- Language skills: English, others (German, Portuguese, French) are beneficial
- Soft skills: target oriented, team player

### What we offer:

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### Location:

- Main location: Lisbon, Portugal
- Candidate should be available for regular travelling and spend some periods abroad as required.

### Contacts:

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# Site Quality Manager

Proman Portugal

2024

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As part of our Growth strategy, Proman Portugal office is currently strengthening its team by looking for a Senior Quality Manager to support our current global projects. Committed to decarbonization, our growth aims to deliver large-scale, low-carbon industrial projects.

## Position Overview:

Candidate will be integrated in the QSE Department Team as part of Proman E&C division and will be based in Portugal.

## Key Responsibilities:

- Support the QSE Director within the scope of the objectives defined for the QSE Depart.
- Provide quality support to all company Departments as required, specially to the EPC Depart. (i.e., revision of documents issued by Engineering Team, Tender development, codes, and standards interpretation, etc.).
- Develop and implement a Quality management system for a Project execution phase following applicable company procedures, client, and other requirements (i.e.: codes and standards).
- Define and secure the implementation of the Site Quality Plan (including the ITP emission, control and register of the respective quality control records), in cooperation with the Project Manager and/or QSE Depart.

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- Liaise with the site construction management and give quality technical assistance when requested.
- Assist the Site Manager in resolving any client discrepancies and ambiguities.
- Issues Welding, NDT and other quality documents (i.e., WPS's, Welding Book, Method Statement, NDT Procedures, Pressure Test Procedure, etc.) as per site's needs, when necessary.
- Approves the welders and NDT Technicians qualifications.
- Coordinate the site quality inspectors/supervisors' team for all disciplines (i.e.: civil, mechanical, electrical, I&C, chemical, etc).
- Controls the subcontractor's quality management activities.
- Monitoring and assessing of all site inspections and audits within the disciplines (i.e.: civil, mechanical, electrical, I&C, chemical, etc), including to the Suppliers/Vendors/Subcontractors.
- Coordinate all site inspections with the site subcontractors.
- Review accuracy of all inspection reports, and if the attached documents are updated.
- Prepare the nonconformity reports, ensure its implementation and follow-up communicating these to the Site Manager.
- Partake in works quality meetings and compose monitoring reports.
- Support the Site Manager regarding the interpretation results of verifications, inspections and tests carried out during the fabrication and site works, defining, and controlling correction and corrective actions.
- Participate in expediting activities regarding the systems/equipment fabrication.
- Ensure the correct application and adequate state of conservation (maintenance, repair and/ or external calibration) of the Monitoring and Measuring Equipment's associated to the works.

- Provides training and mentoring in quality related topics to Site staff, ensuring that the relevant codes and standards or other applicable requirements are known and followed.
- Manage the collection of all relevant Site documents that will be part of the Customer Technical Documentation.

## Experience

At least 7 years work experience in industrial plants (preferred experience: Power, Oil & Gas, Refining or Petrochemical industries).

## Required Qualifications

- Degree or bachelor's (preference in Engineering)
- ISO 9001:2015 training
- Quality Control training (preference in welding)
- Auditor Training (ISO 19011)
- MS Office, AutoCAD, MS Project
- Language skills: English, others (German, Portuguese, French) are beneficial
- Soft skills: target oriented, team player

## What we offer:

- Meaningful Work
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## Location:

- Main location: Lisbon, Portugal
- Candidate should be available for regular travelling and spend some periods abroad as required.

## Contacts:

If you are interested in joining our team, please send us your CV (in English), followed by a motivation letter to [hr.pt@proman.org](mailto:hr.pt@proman.org), with "**Site Quality Manager**" in the subject field.

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# Site Quality Officer

Proman Portugal

2024

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## Position Overview:

Candidate will be integrated in the QSE Department Team as part of Proman E&C division and will be based in Portugal.

## Key Responsibilities:

- Support the QSE Director within the scope of the objectives defined for the QSE Depart.
- As required, provide quality support to all company Departments, specially to the EPC Depart. (i.e., revision of documents issued by Engineering Team, Tender development, codes, and standards interpretation, etc.).
- Assist the Senior Quality Manager in the organization, maintenance, and control of the site quality management system.
- Ensure the implementation of the Site Quality Plan (including the ITP, control and register of the respective quality control records).
- Liaise with the site construction management and give quality technical assistance when requested.
- Assist the Senior Quality Manager and Site Manager in resolving any client discrepancies and ambiguities.
- Support the issuance of Welding, NDT and other quality documents (i.e., WPS's, Welding Book, Method Statement, NDT Procedures, Pressure Test Procedure, etc.) as per site's needs.

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- Coordinate the site quality inspectors/supervisors' team for all disciplines (i.e.: civil, mechanical, electrical, I&C, chemical, etc).
- Controls the subcontractor's quality management activities.
- Witnessing and assessing of all site inspections and audits within the disciplines (i.e.: civil, mechanical, electrical, I&C, chemical, etc), including to the Suppliers/Vendors/Subcontractors.
- Coordinate all site inspections with the site subcontractors.
- Review all inspection reports are accurate, and the attached documents are updated.
- Prepare the nonconformity reports, ensure its implementation and follow-up communicating these to the Senior Quality Manager.
- Partake in works quality meetings and compose monitoring reports.
- Support the Senior Quality Manager regarding the interpretation results of verifications, inspections and tests carried out during the fabrication and site works, defining, and controlling correction and corrective actions.
- Participate in expediting activities regarding the systems/equipment fabrication.
- Ensure the correct application and adequate state of conservation (maintenance, repair and/ or external calibration) of the Monitoring and Measuring Equipment's associated to the works.
- Provides training and mentoring in quality related topics to Site staff, ensuring that the relevant codes and standards or other applicable requirements are known and followed.
- Manage the collection of all relevant Site documents that will be part of the Customer Technical Documentation.

## Experience

At least 3 - 5 years' work experience in industrial plants (preferred experience: Power, Oil & Gas, Refining or Petrochemical industries).

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## Required Qualifications

- Degree or bachelor's (preference in Engineering)
- ISO 9001:2015 training
- Welding Quality Control training
- Auditor Training (ISO 19011)
- MS Office, AutoCAD, MS Project
- Language skills: English, others (German, Portuguese, French) are beneficial
- Soft skills: target oriented, team player

## What we offer:

- Meaningful Work
- Competitive remuneration
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- Opportunity to integrate a multicultural and dynamic team, based on strong values and principles
- Overall conditions of an international successful group
- Additional benefits

## Location:

- Base location: Lisbon, Portugal.
- Work location: construction site worldwide.
- Recurrent traveling and extender periods abroad expected.

## Contacts:

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# Senior Planner/Planning Engineer

Proman Portugal

2024

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Proman Portugal office is currently strengthening his team by looking for a Senior Planning Engineer to support our current global projects. Committed with decarbonization, Proman is currently looking to growth its team to deliver large scale low-carbon industrial projects.

## Position Overview:

Candidate will be integrated in the Project Controls Team as part of Proman's E&C division and will be based in Portugal.

## Key Responsibilities:

Perform the required developments, tracking and analysis on what concerns project planning/ time scheduling.

- Perform all aspects of planning/ scheduling functions, from project development to final delivery, including review and analysis of contractor schedules, supplier schedules, recovery schedules, time impact analysis, time extension requests and delay claims.
- Collect and analyse information used to plan and schedule projects and work in cooperation with Engineering, Procurement, Construction and Project Management.
- Evaluate current procedures and recommend changes to improve the efficiency of planning and scheduling of projects.

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- Understand and utilize standard planning and scheduling methodologies and tools, applying standards and best practices.
- Prepare, implement, and monitor scopes of work using Work Breakdown Structure (WBS) for control and integrity.
- Ensure accuracy of project schedules dates and performed work and co-ordinate project schedules, tasks, meeting updates, and efficient distribution of reports.
- Track baselines, perform what-if analysis, and develop contingency plans.
- Plan and prepare production schedules for fabrication, installation, and repair of industrial process systems.
- Create reporting as required by project. Such report should include but not limited to:
  - Baseline Data: Planned Start and Finish Dates, Planned Progress, Planned Manhours and/or Units.
  - Actual Data: Actual Start and Finish Dates, Actual Progress, Earned Manhours and/or Units.
  - Forecast: Forecast Start and Finish Dates, Forecast Manhours and/or Units.
  - Schedule Performance Indicator (SPI).
  - Cost Performance Indicator (CPI).
  - Milestone Trend Analysis (MTA)
  - Other KPIs (Key Performance Indicators) defined by Project Manager or Company.
  - Graphics and tables illustrating all above information, such as Progress and Manhours S-Curves
  - Critical Path analysis.
  - One-month lookahead or another timeline required.

**Experience:** At least 10 years work experience in industrial plant projects.

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## Required Qualifications

- Degree or bachelor's in engineering
- Preferred experience: Power, Oil & Gas, Refining or Petrochemical industries
- Excellence using project scheduling tools (Primavera P6 and MS-Project)
- MS Office, with focus on Advanced Excel
- Availability to travel and work abroad (short and medium term)
- Language skills: English, others (German, Portuguese, French) are beneficial
- Soft skills: target oriented, team player

## What we offer:

- Meaningful Work
- Competitive remuneration
- Continuous training
- Opportunity to integrate a multicultural and dynamic team, based on strong values and principles
- Overall conditions of an international successful group
- Presential work model
- Additional benefits

## Location:

Main location: Lisbon, Portugal. Candidate should be available for regular traveling and spend some periods abroad as required.

## Contacts:

If you are interested in joining our team, please send us your CV (in English), followed by a motivation letter to [hr.pt@proman.org](mailto:hr.pt@proman.org), with "**Senior Planning Engineer**" in the subject field.

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# Senior Cost Controller

Proman Portugal

2024

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As part of our Growth strategy the Proman Portugal office is currently strengthening his team by looking for a Senior Time Scheduler to support our current global projects. Committed with decarbonization Proman is currently looking to growth its team to deliver large scale low-carbon industrial projects.

## Position Overview:

Candidate will be integrated in the Project Controls Team as part of Proman's E&C division and will be based in Portugal.

## Key Responsibilities:

Perform the required developments, tracking and analysis on what concerns Cost Control.

### Cost Control Responsibilities

- Perform all aspects of cost control functions, from proposals to project execution, including review and analysis of manhours spent and forecast, budget versus actual and estimate at completion, budget deviations analysis, invoicing and cashflow.
- Create Cost Breakdown Structure (CBS) in cooperation with Project Manager.

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- Collect and analyse information used to plan and distribute project costs according to the proposal budget, proposal schedule and work in cooperation with Engineering, Procurement, Construction and Project Management, to ensure budget feasibility.
- Analysis of Proposals, Contracts and Purchase Orders to ensure an effective cost planning.
- Prepare invoices towards Clients, according to project invoicing conditions.
- Analysis and integration of diverse sources of data (ERPs, Excel Spreadsheets, and Time Schedule)
- Create reporting as required by project. Such report should include but not limited to:
  - Baseline Data: Planned Cost, Planned Progress, Planned Manhours, Planned Invoices.
  - Actual Data: Actual Cost, Actual Progress, Actual Manhours, Actual Invoices
  - Forecast: Forecast Cost, Forecast Progress, Forecast Manhours, Forecast Invoices.
  - Budget and Manhours Deviations and analysis.
  - Schedule Performance Indicator (SPI).
  - Cost Performance Indicator (CPI).
  - Other KPIs defined by Project Manager or Company.
  - Graphics and tables illustrating all above information, such as Cost and Manhours Distribution Curves, Cashflow Curve.

## Experience

At least 10 years work experience in industrial plant projects.

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## Required Qualifications

- Degree or bachelor's in engineering
- Preferred experience: Power, Oil & Gas, Refining or Petrochemical industries
- MS Office, with focus on Advanced Excel
- Availability to travel and work abroad (short and medium term)
- Language skills: English, others (German, Portuguese, French) are beneficial
- Soft skills: target oriented, team player

## What we offer:

- Meaningful Work
- Competitive remuneration
- Continuous training
- Opportunity to integrate a multicultural and dynamic team, based on strong values and principles
- Overall conditions of an international successful group
- Additional benefits

## Location:

Main location: Lisbon, Portugal

Candidate should be available for regular traveling and spend some periods abroad as required.

## Contacts:

If you are interested in joining our team, please send us your CV (in English), followed by a motivation letter to [hr.pt@proman.org](mailto:hr.pt@proman.org), with "**Senior Cost Controller**" in the subject field.

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# Project Documentation Specialist

Proman Portugal

2024

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## Position Overview:

Candidate will be integrated in the EPC Team as part of Proman E&C division and will be based in Portugal.

## Key Responsibilities:

- Managing, controlling and ensuring the structure, forwarding, quality and security of communications and information within the project as well as with clients, suppliers and consortium partners
- Coordinating and ensuring compliance with customer requirements governing information, communication and documentation within the projects
- Planning, setup and coordinate the development of project IT in the framework of the DMS Software in use
- In Collaboration with the IT manager ensure the operation of the document management system
- Manage the organizational documentation through the document lifecycle, maintaining the organizational documents and the document management system
- Identify and investigate the need for documents of various types
- Make sure that organizational documents go through a documented and approved review and approval process, before they are made available
- Make sure that the internal controls are in place and functional
- Ensure the security, accessibility and adequate distribution of organizational documents

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- Participate in the development of guidelines for design, review and storage of documentation and encourage its application
- Manage contracts with external entities responsible for the maintenance, development, testing and placement of the document management tool, in the productive environment
- Approve, the insertion of new functionalities in a productive environment, or the changes/corrections of the existing functionalities
- Specify the requirements, for defining access permissions, to the document management system, of entities and their users
- Ensuring the access and archiving of project information
- Design, registration and continuous improvement of the processes, procedural sequences and specifications of the document management system
- Compilation of reports from the Document Management System and support for the preparation of project reports
- Preparation of project instructions, related to document handling, within the scope of each project, considering their specificities and in coordination with the respective Project Director
- Coordination, preparation, and approval of document supply lists
- Monitor the operation of the document management system, ensuring its adequate operation in conformity of the projects and company needs
- Continuous review to ensure compliance with customer requirements based on document status, project specifications and customer feedback
- Active coordination of the customer technical documentation dispatch, in collaboration with the engineering department
- Reporting on the progress of documentation preparation, including recording and reporting of execution deviations
- Handling and managing of related subcontracts, like final documentation, document copies, documents digitalization, etc.
- Ensure that the users of the Document Management System are aware of the system's capabilities and use it in accordance with existing procedures

- Propose and provide training actions to the users of the Document Management System
- Plan and conduct meetings and presentations related to document management.

**Experience:** At least 5 years work experience in similar role

### Required Qualifications

- Completed technical degree (professional or superior), preferably in engineering but not mandatory
- Preferred experience in power, industrial projects, gas separation, oil / natural gas or process facilities (not mandatory)
- Experience in construction projects valued (not mandatory)
- Language skills: English, others (German, Portuguese, French) are beneficial
- MS Office strong skills, knowledge of share point
- Soft skills: target oriented, team player, client oriented strongly valued

### What we offer:

- Meaningful Work
- Competitive remuneration
- Continuous training
- Opportunity to integrate a multicultural and dynamic team, based on strong values and principles
- Overall conditions of an international successful group
- Presential work model
- Additional benefits

### Location:

- Main location: Lisbon, Portugal

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- Candidate should be available for regular travelling and spend some periods abroad as required.

### **Contacts:**

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# Civil and Structural Engineer

## Proman Portugal

2024

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As part of our Growth strategy, the Proman Portugal office is currently strengthening its team by looking for Civil & Structural Engineer to support our current global projects. Committed to decarbonization, our growth aims to deliver large-scale, low-carbon industrial projects.

### Position Overview:

Candidate will be integrated in the EPC Team as part of Proman E&C division and will be based in Portugal.

### Key Responsabilites :

- Technical support on the preparation of Proposals with focus on Civil scope of work, including foundations and structures (concrete and steel) and infra structures.
- Perform engineering activities from conceptual, FEED and detail design
- Develop materials lists, data sheets, specifications, and design reports
- Monitoring 3D model development and 2D drawings
- Develop and review enquiries, evaluates quotations and prepare technical tabulations and recommendations
- Monitoring equipment and material purchases, namely reviewing and approving documents, monitoring fabrication and performing inspections
- Provides technical assistance on site during construction as required

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**Experience:** At least 7 years work experience in industrial projects

### Required Qualifications

- Master in Civil Engineering
- Preferred experience: Power, Heavy industry, Gas separation, Oil / Natural gas or Process facilities
- Experience in construction projects strongly valued
- Availability to travel (short and medium term)
- Language skills: English, others (German, Portuguese, French) are beneficial
- AutoCAD, Finite Elements Design softwares and MS Office
- Soft skills: target oriented, team player

### What we offer:

- Meaningful Work
- Competitive remuneration
- Continuous training
- Opportunity to integrate a multicultural and dynamic team, based on strong values and principles
- Overall conditions of an international successful group
- Presential work model
- Additional benefits

### Location:

- Main location: Lisbon, Portugal
- Candidate should be available for regular travelling and spend some periods abroad as required.

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# Electrical Engineer

Proman Portugal

2024

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As part of our Growth strategy, the Proman Portugal office is currently strengthening its team by looking for a Electrical Engineer to support our current global projects. Committed to decarbonization, our growth aims to deliver large-scale, low-carbon industrial projects.

## Position Overview:

Candidate will be integrated in the EPC Team as part of Proman E&C division and will be based in Portugal.

## Key Responsibilities:

- Technical support on the preparation of Proposals with focus on Electrical scope of work
- Perform Electrical engineering activities from conceptual, FEED and detail design
- Develop base design SLD's, materials lists, data sheets, specifications, and design reports
- Contribute to 3D model development and 2D drawings
- Develop and review enquiries, evaluates quotations and prepare technical tabulations and recommendations
- Monitoring equipment and material purchases, namely reviewing and approving documents, monitoring fabrication, performing inspections and factory inspection tests (FAT)

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- Provides technical assistance on-site during Electrical Erection, commissioning and start-up as required.

**Experience:** At least 5 years work experience in industrial projects

### Required Qualifications

- Degree in Electrical Engineering – Power Systems
- Preferred experience: Power, Heavy industry, Gas separation, Oil / Natural gas or Process facilities
- Experience in construction projects strongly valued
- Previous experience in Electrical Network Analysis and Protection (ETAP, or similar) and commissioning will be valued
- Language skills: English, others (French, Portuguese, Spanish) are beneficial
- MS Office
- Soft skills: target oriented, team player
- Availability for regular travelling and spend some periods abroad as required.

### What we Offer:

- Meaningful Work
- Competitive remuneration
- Continuous training
- Opportunity to integrate a multicultural and dynamic team, based on strong values and principles
- Overall conditions of an international successful group
- Presential work model
- Additional benefits

**Location:** Main location is Lisbon-Portugal. Candidate should be available for regular travelling and spend some periods abroad as required.

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**Contact:** If you are interested in joining our team, please send us your CV (in English), followed by a motivation letter to [hr.pt@proman.org](mailto:hr.pt@proman.org), with "**Electrical Engineer**" in the subject field.

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# I&C – Instrumentation Engineer

Proman Portugal

2024

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## Position Overview:

Candidate will be integrated in the EPC Team as part of Proman's E&C division and will be based in Portugal.

## Key Responsibilities:

- Technical support on the preparation of Proposals with focus on Control Systems and Instrumentation scope of work
- Perform C&I engineering activities from conceptual, FEED and detail design
- Develop base design control system architecture, materials lists, data sheets, specifications, and design reports
- Contribute to 3D model development and 2D drawings
- Develop and review enquiries, evaluates quotations and prepare technical tabulations and recommendations
- Monitoring equipment and material purchases, namely reviewing and approving documents, monitoring fabrication, performing inspections and factory inspection tests (FAT)
- Provides technical assistance on site during C&I Erection, commissioning and start-up as required

## Experience

At least 5 years work experience in industrial projects

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## Required Qualifications

- Degree in Instrumentation / Electronics Engineering or Electrical Engineering – Automation/Control Systems
- Preferred experience: Power, Heavy industry, Gas separation, Oil / Natural gas or Process facilities
- Experience in construction projects strongly valued
- Previous experience in Control Systems Instrumentation and Field engineering.
- Control Systems development and programming experience will be valued
- Language skills: English, others (French, Portuguese, Spanish) are beneficial
- MS Office
- Soft skills: target oriented, team player

## Our Offer:

- Meaningful Work
- Competitive remuneration
- Continuous training
- Opportunity to integrate a multicultural and dynamic team, based on strong values and principles
- Overall conditions of an international successful group
- Presential work model
- Additional benefits

**Location:** Main location is Lisbon-Portugal. Candidate should be available for regular travelling and spend some periods abroad as required.

## Contacts:

If you are interested in joining our team, please send us your CV (in English), followed by a motivation letter to [hr.pt@proman.org](mailto:hr.pt@proman.org) , with "**C&I Engineer (Instrumentation)**" in the subject field.

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# Mechanical Engineer – Rotating Equipment

Proman Portugal

2024

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## Position Overview:

Candidate will be integrated in the EPC Mechanical & Piping Team as part of Proman's E&C division and will be based in Portugal.

## Key Responsibilities:

- Technical support on the preparation of proposals with focus on rotating equipment scope of work
- Perform engineering activities from conceptual, FEED and detail design
- Develop materials lists, data sheets and specifications
- Participate on equipment layout development, 3D model reviews and constructability workshops
- Develop and review enquiries, evaluate quotations and prepare technical tabulations and recommendations
- Monitoring equipment and material purchases, namely reviewing and approving documents, monitoring fabrication and performing inspections
- Provides technical assistance on workshop and site, during fabrication, erection, commissioning and start-up as required.

**Experience:** At least 5 years work experience in industrial projects

## Required Qualifications

- Degree in Mechanical Engineering
- Preferred industry of experience in power, heavy industrial, gas separation, oil / natural gas or process facilities

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- Experience in API and ISO codes strongly valued
- Language skills: English, others (German, Portuguese, French) are beneficial
- MS Office
- Soft skills: target oriented, team player

**What we offer:**

- Meaningful Work
- Competitive remuneration
- Continuous training
- Opportunity to integrate a multicultural and dynamic team, based on strong values and principles
- Overall conditions of an international successful group
- Presential work model
- Additional benefits

**Location:** main location is Lisbon, Portugal, but the candidate should be available for regular traveling and spend some periods abroad as required.

**Contacts:** If you are interested in joining our team, please send us your CV (in English), followed by a motivation letter to [hr.pt@proman.org](mailto:hr.pt@proman.org), with "**Mechanical Engineer – Rotating Equipments**" in the subject field.

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# Mechanical Engineer – Static Equipment

Proman Portugal

2024

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## Position Overview:

Candidate will be integrated in the EPC Mechanical & Piping Team as part of Proman's E&C division and will be based in Portugal.

## Key Responsibilities:

- Technical support on the preparation of proposals with focus on static equipment scope of work
- Perform engineering activities from conceptual, FEED and detail design
- Develop materials lists, data sheets, specifications, and design reports
- Participate on equipment layout development
- Develop and review enquiries, evaluates quotations and prepare technical tabulations and recommendations
- Monitoring equipment and material purchases, namely reviewing and approving documents, monitoring fabrication and performing inspections
- Provides technical assistance on workshop and site, during fabrication, erection, commissioning and start-up as required

## Experience

At least 5 years work experience in industrial projects

## Required Qualifications

- Degree in Mechanical Engineering
- Preferred industry of experience in power, heavy industrial, gas separation, oil / natural gas or process facilities

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- Experience in construction projects strongly valued
- Language skills: English, others (German, Portuguese, French) are beneficial
- MS Office
- Soft skills: target oriented, team player

### **What we offer:**

- Meaningful Work
- Competitive remuneration
- Continuous training
- Opportunity to integrate a multicultural and dynamic team, based on strong values and principles
- Overall conditions of an international successful group
- Presential work model
- Additional benefits

### **Location:**

Main location: Lisbon, Portugal

Candidate should be available for regular traveling and spend some periods abroad as required.

### **Contacts:**

If you are interested in joining our team, please send us your CV (in English), followed by a motivation letter to [hr.pt@proman.org](mailto:hr.pt@proman.org), with "**Mechanical Engineer – Static Equipment**" in the subject field.

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# Piping Engineer

Proman Portugal

2024

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## Position Overview:

Candidate will be integrated in the EPC Mechanical & Piping Team as part of Proman's E&C division and will be based in Portugal.

## Key Responsibilities:

- Technical support on the preparation of proposals with focus on piping scope of work
- Perform engineering activities from conceptual, FEED and detail design
- Develop materials lists, data sheets, specifications, and design reports
- Monitoring 3D model development and 2D drawings
- Develop and review enquiries, evaluates quotations and prepare technical tabulations and recommendations
- Monitoring equipment and material purchases, namely reviewing and approving documents, monitoring fabrication and performing inspections
- Provides technical assistance on workshop and site, during fabrication, commissioning and start-up as required

## Experience

At least 5 years work experience in industrial projects

## Required Qualifications

- Degree in Mechanical Engineering
- Preferred industry of experience in power, heavy industrial, gas separation, oil / natural gas or process facilities

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- Piping systems stress analysis strongly valued
- Experience in construction projects strongly valued
- Language skills: English, others (German, Portuguese, French) are beneficial
- MS Office, Navisworks
- Soft skills: target oriented, team player

**What we offer:**

- Meaningful Work
- Competitive remuneration
- Continuous training
- Opportunity to integrate a multicultural and dynamic team, based on strong values and principles
- Overall conditions of an international successful group
- Presential work model
- Additional benefits

**Location:** main location is Lisbon, Portugal, but the candidate should be available for regular traveling and spend some periods abroad as required.

**Contacts:** If you are interested in joining our team, please send us your CV (in English), followed by a motivation letter to [hr.pt@proman.org](mailto:hr.pt@proman.org), with "**Piping Engineer**" in the subject field.

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# Site Liaison Engineer

Proman Portugal

2024

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As part of our Growth strategy the Proman Portugal office is currently strengthening his team by looking for a Site Liaison Engineer to support our current global projects. Committed with decarbonization Proman is currently looking to growth its team to deliver large scale low-carbon industrial projects.

## Position Overview:

Candidate will be integrated in the EPC Team as part of Proman's E&C division and will be based in Portugal, with long periods at construction sites worldwide.

In this position the candidate will be exposed to a large-scale industrial project. He/she will be supporting the Site Liaison Manager based at construction sites to expedite engineering and procurement activities.

Willingness to travel and experience different working cultures is a must for this position.

## Key Responsibilities:

- Coordinate with different departments, construction and engineering teams, external partner, and other group companies for the on-time, on budget and quality project delivery.
- Identify, manage, and expedite, under the guidance of the Site Liaison Manager, on construction constraints, interfaces and needs in terms of engineering and procurement delivery.
- Track, coordinate, and expedite technical clarification requests from construction, liaising with engineering, procurement, and project management teams, as well as sub-contractors and external partners.

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- Support coordinating engineering and procurement activities between construction team and Proman engineering and procurement teams.
- Report progress to Site Liaison Manager and Senior Project Management team.
- Participate in meetings, generate minutes of meetings and follow-up on actions.
- Support the project team on identifying risks and define mitigation plans.
- Review Engineering and Procurement documentation as required.
- Follow-up on engineering and procurement related deliverables and activities.

## Experience

At least 5 years work experience in industrial plant design and/or industrial site construction works.

## Required Qualifications

- Degree in mechanical, industrial, or electrical engineering
- Preferred experience: Power, Oil & Gas, Refining or Petrochemical industries
- Language skills: English mandatory, German and Portuguese strongly valued.
- MS Office, in particular Excel
- Soft skills: target oriented, team player
- Availability to travel and spend extended periods abroad.

## What we offer:

- Meaningful Work
- Competitive remuneration
- Continuous training
- Opportunity to integrate a multicultural and dynamic team, based on strong values and principles
- Overall conditions of an international successful group
- Additional benefits

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## Location:

- Base location: Lisbon, Portugal.
- Work location: construction site worldwide.
- Recurrent traveling and extender periods abroad expected.

**Contacts:** If you are interested in joining our team, please send us your CV (in English), followed by a motivation letter to [hr.pt@proman.org](mailto:hr.pt@proman.org), with "**Site Liaison Engineer**" in the subject field.

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# Junior Project Engineer

Proman Portugal

2024

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## Position Overview:

Candidate will be integrated in the EPC Team as part of Proman's E&C division and will be based in Portugal.

In this position the candidate will be exposed to a large-scale industrial project. He/she will be supporting the Engineering and Project Management team either in Proman's office or main sub-contractor office to expedite engineering and procurement activities.

Willingness to travel and experience different working cultures is a must for this position.

## Key Responsibilities:

- Coordination with different company's departments, external partner and other group companies for the on-time, on budget and quality project delivery
- Under the guidance of the Senior Project Engineer will be responsible to track and monitor E&P sub-contractor activities
- Help Co-ordinating engineering and procurement activities between sub-contractors and Proman engineering and procurement teams
- Monitor and assure that sub-contractor follows the implemented project procedures.
- Report progress to Senior Project Management team.
- Participate in meetings, generate minutes of meetings and follow-up on actions.
- Support the project team on identifying risks and define mitigation plans.
- Review Engineering and Procurement documentation as required.

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- Follow-up on engineering and procurement related deliverables and activities.

## Experience

At least 0-5 years work experience in industrial plant design

## Required Qualifications

- Degree in Mechanical, Civil, Chemical Process, Electrical or I&C Engineering mandatory
- Preferred experience: Power, Oil & Gas, Refining or Petrochemical industries
- Language skills: English mandatory, German and Portuguese strongly valued.
- MS Office, in particular Excel
- Soft skills: target oriented, team player

## What we offer:

- Meaningful Work
- Competitive remuneration
- Continuous training
- Opportunity to integrate a multicultural and dynamic team, based on strong values and principles
- Overall conditions of an international successful group
- Additional benefits

**Location:** based in Lisbon, Portugal. Recurrent traveling and periods abroad expected.

**Contacts:** If you are interested in joining our team, please send us your CV (in English), followed by a motivation letter to [hr.pt@proman.org](mailto:hr.pt@proman.org), with "**Junior Project Engineer**" in the subject field.

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# Procurement Officer

## Proman Portugal

2024

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As part of our Growth strategy, Proman Portugal office is currently strengthening its team by looking for a Procurement Officer to support our current global projects. Committed to decarbonization, our growth aims to deliver large-scale, low-carbon industrial projects.

### **Position Overview:**

Candidate will be integrated in the Procurement Department Team as part of Proman E&C division and will be based in Portugal.

### **Key Responsibilities:**

- Support the Procurement Director within the scope of the objectives defined for the Procurement Department
- Execution of procurement activities in accordance with the purchasing requirements of quality, safety and environment defined by the Project, not limited to:
  - o Management of Project related Procurement activities (execution and bidding projects).
  - o Reception of the requests and preparation of the relevant inquiry/purchase documentation to support.
  - o Selection of suppliers.
  - o Definition and elaboration of contractual terms

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- Assistance or lead of negotiation meetings and discussion of supply contracts.
  - Issuance of Commercial bid evaluation including suggestion to award.
  - Issuance of purchase orders, management and control of all related documentation.
  - Expediting and monitoring of delivery of items/services purchased.
  - Logistics support with the contact with officials to fulfill formalities relating to the shipment of goods;
  - Support to Contract Manager in the elaboration and processing of claims and claim defense related to the PO's issued;
  - Verification of invoices against Purchase Orders and routing for approval;
  - Liaise with cost control to continue the order placement process.
- Execution of Supplier Qualification process
  - Support of project procurement related reporting activities

## Experience

At least 3 - 5 years' work experience in purchasing and negotiation of procurement packages in construction of industrial plants (preferred experience: Power, Oil & Gas, Refining or Petrochemical industries).

## Required Qualifications

- Degree or bachelor's (preference in Engineering)
- MS Office, MS Project
- Language skills: English, others (German, Portuguese, French) are preferable
- Soft skills: Communication, negotiation, proactivity, resilience, target oriented, team player

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### What we offer:

- Meaningful Work
- Competitive remuneration
- Continuous training
- Opportunity to integrate a multicultural and dynamic team, based on strong values and principles
- Overall conditions of an international successful group
- Additional benefits

### Location:

- Main location: Lisbon, Portugal
- Candidate should be available for regular travelling and spend some periods abroad as required.

### Contacts:

If you are interested in joining our team, please send us your CV (in English), followed by a motivation letter to [hr.pt@proman.org](mailto:hr.pt@proman.org), with " **Procurement Officer**" in the subject field.

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# MS Business Central Expert

Proman Portugal

2024

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## Position Overview:

In this role, you will be responsible for the strategy and implementation of the Business Central in our Proman business units around the world.

## Key Responsibilities:

- Implementation of Business Central throughout the full project life-cycle.
- Data gathering, preparation, and import into Business Central.
- Configuration of Business Central to meet user requirements.
- Carry out trainings (UAT Sessions) for teams when necessary.
- Deliver effective Consultancy throughout the project life cycle.
- Provide support to customers when needed.
- Liaise with cross-functional and technology projects aligning and sharing where appropriate.
- Experience with localization requirements over a diverse range of countries/fiscal requirements
- Fundamental grasp of how Business Central and other technologies can be used to drive delivery
- Strong problem-solving skills and willingness to roll up one's sleeves to get the job done

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- Ability to effectively work in a cross-functional team environment including business and product development, supply chain and procurement processes, and execution dependencies.
- Strong track record of influencing successful product/solution vision/roadmap and executing a plan.
- Knowledge and experience in dealing with end-to-end Business Central implementations.
- Demonstrated success in delivering high-quality technology services in a very high-growth environment where priorities shift rapidly.

**Experience:** 3+ years experience in a Dynamics NAV/Business Central consultancy role

### Required Qualifications:

- Bachelor's or master's degree in engineering (preferably Computer Science)
- Fluent Portuguese and good English skills are required
- Strong financial knowledge
- Excellent verbal and written communication skills and expertise in communicating with teams across geographies
- Out-of-the-box thinker who is comfortable in a fast-paced, always-on, ambiguous start-up environment
- Demonstrates good judgment and professional advice to clients
- Can work with stakeholders to deliver key and informative reporting

### What we offer:

- Meaningful Work
- Competitive remuneration
- Continuous training

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- Overall conditions of an international successful group
- Additional benefits

**Location:**

- Main location: Lisbon, Portugal
- Candidate should be available for regular travelling and spend some periods abroad as required.

**Contact:**

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