



Kiruna June 20, 2017

## Contracts Leader for the EISCAT\_3D project

*EISCAT Scientific Association is seeking a Contracts Leader to manage the public procurement activities for the construction of EISCAT\_3D*

EISCAT\_3D is a modern, multi-static, phased array radar system to be deployed in Finland, Norway, and Sweden. The implementation phase starts 1 September 2017 and the system will be ready for use in 2021.

**As Contracts Leader you will lead the public procurement activities.** Purchases of supplies and services for the EISCAT\_3D project will adhere to EU procurements for the public sector and the Contracts Leader needs to understand and be able to readily access the regulations and policies relating to such procurements.

The Contracts Leader works closely with the EISCAT\_3D Project Leader, project team and senior staff at EISCAT and provides professional, expert oversight and management services for the public contract activities within the EISCAT\_3D project. The tasks also include participation in the development and implementation of goals, objectives, policies, and priorities for all planned purchases.

Tasks furthermore include defining and documenting contract requirements, and drafting new agreements, amendments, appendices, change orders, and terminations, etc. Participation in contract negotiations, contract administration, and vendor contact activities to ensure proper contract execution and fulfilment in accordance with specifications and agreement terms are also necessary.

The Contract Leader also participates at a significant level in defining and drafting new processes and controls to help EISCAT to more effectively manage overall vendor costs, improve vendor delivery and service levels, and strategically plan for vendor decisions in a timely manner. This includes partnering with internal stakeholders to create clear definitions about ownership/allocation of payables, obligations, and decisions. In addition, the Contracts Leader advises the management of contractual rights, issues, and obligations by providing interpretation of terms and conditions.

### Qualifications:

- A degree relevant for the position, or similar knowledge gained from previous work experience
- A minimum of 5 years relevant work experience
- Experience in engineering theory, principles, practices, materials, costs, construction techniques, current trends, regulations, standards, and equipment and tools applicable for engineering and construction management would be advantageous
- Good problem solving skills, pro-active hands-on mentality, a team player, driven to achieve success
- Excellent technical communication skills in English, both verbal and written, are necessary
- A driving license of at least category B is required



### **What EISCAT offers:**

The work environment is international with colleagues originating from various countries and also actually working in different countries; Finland, Norway plus Svalbard and Sweden. The EISCAT users come from universities and research organisations from around the world. The atmosphere is relaxed though with a fast pace, particularly relating to the construction of EISCAT\_3D. Joining the EISCAT\_3D project early allows you to set your own mark on how the project will run and develop. EISCAT\_3D will be a world-class facility unique in its field. Being part of that build will both be challenging and rewarding in terms of work satisfaction and career building. The employment terms are comparable to state employment rules. This means 28 - 35 days annual vacation (depending on age), relocation coverage, good pension benefits and insurance coverage, etc.

### **Terms and how to apply:**

The initial stage of the EISCAT\_3D implementation phase runs from 1 September 2017 to 31 December 2021. The employment terms, including length of employment, are subject to negotiation but should not be less than two and not more than four years. EISCAT follows terms comparable to state employee rules.

For this position, we can offer a work location either at EISCAT Headquarters in Kiruna, Sweden, or in a soon to be established project office annex in the Stockholm-Uppsala area. Other work locations, including self-employment, can also be negotiated.

EISCAT\_3D will be built in at least three locations in northern Finland, Norway and Sweden and the expected industry contracts will most probably be spread European/world-wide. As a result, some travel is expected. We envisage a start date during September 2017 – February 2018. Due to this, a successful candidate will have to show a valid Swedish work permit at the time of signing an employment contract.

For further details about the position, please contact Craig Heinselman, EISCAT Director, phone: +46 70 270 90 34, e-mail: [Craig.Heinselman@eiscat.se](mailto:Craig.Heinselman@eiscat.se) or Henrik Andersson, EISCAT Head of Administration, +46 70 209 43 85, e-mail: [Henrik.Andersson@eiscat.se](mailto:Henrik.Andersson@eiscat.se).

Applications should be sent to [e3djobs@eiscat.se](mailto:e3djobs@eiscat.se) (subject: Contracts Leader) at earliest convenience. The vacancy is open until filled.