



Position Description

Title: Project Manager – Construction

Location: Northeast/Mid-Atlantic with travel within region to include VT, NH and ME

About Encore Renewable Energy

Encore Renewable Energy is a leading integrated clean energy services company headquartered in Burlington, Vermont, focused on developing, building, owning and operating sustainable, high return community-scale solar PV systems, large scale energy storage applications and 21st century solutions for the redevelopment of underutilized property. Since the Company's formation in 2009, Encore has established itself as the leader in the Vermont solar market having been involved in the development and construction of nearly 100 community-scale solar projects. Encore closed on a long-term equity financing with SUSI Partners in 2023, and has committed capital to own and operate approximately 500 MW of community-scale solar and energy storage projects as part of its vertically integrated clean energy independent power producer platform. Encore has leveraged its leadership position in Vermont to expand into other attractive markets across the Northeast and Mid-Atlantic regions, as well as select markets in the Western portion of the U.S. and is targeting key hires to expand its team to meet its growth and strategic objectives.

Overview

The Project Manager - Construction will fill a key role in our rapidly expanding EPC team. This is a high-skill level position, requiring an experienced and talented professional who can fit in well with the Encore culture of productivity, growth, and performance driven by our values (<https://encorerenewableenergy.com/our-company/our-core-values/>). The Project Manager – Construction must be adept at managing multi-stakeholder projects, detailed project schedules and timelines, internal processes, project-specific subcontractor activities, as well as site specific supervision and safety. The position will report to the Vice President of Construction and the successful candidate will manage the responsibilities outlined below to support the firm's practice.

Encore is a small, fast-paced entrepreneurial firm with a culture to match. Therefore, all members of the team are required to devote some time to supporting general business operations and company growth.

Responsibilities



- Perform full spectrum of construction management tasks for solar PV and battery storage projects in markets which Encore is operating within;
- Manage various contractors in the field including survey, design, environmental, etc. to prepare permit applications and supporting documentation;
- Support EPC activities including monitoring inspections, progress reporting and project finance requests;
- Manage project schedules and budgets in concert with Project Development team;
- Support Business Development in evaluation of new sites and projects, including fatal flaw/feasibility assessments;
- Assist with early-stage site diligence which may include but not limited to, visual inspections, landowner relationships and facilitating site visits with various authorities, vendors and/or engineers;
- Interface with local and state authorities in seeking or supporting approvals and required documentation for project permits;
- Support bid submittals and proposals for RFPs and unsolicited opportunities;
- Prepare progress reports for internal project tracking as well as for clients and investors as projects move through development and construction;
- Perform other duties as assigned.

Requirements

- Minimum of 2-3 years of construction and/or renewable energy project development/management experience;
- Electrician license, NABCEP Certification and/or Project Management Professional Certification a plus but not required;
- Organizational skills needed to independently manage tasks, projects and/or deliverables from assignment to completion;
- Strong oral and written communication skills, comfortable engaging with team members, subcontractors, landowners, construction firms, racking vendors, etc.;
- Organized approach to workflow processes;
- Strong proficiency in MS Office as well as Project Primavera, Smartsheets, or other PM software;
- Ability to travel (up to or perhaps exceeding 50% of work time)
- Interest / ability to help manage Encore's drone assets, time-lapse photography and progress photography etc.;
- A strong desire to work on projects related to renewable energy development, brownfields redevelopment, and sustainability. Experience/interest in these areas preferred;
- Self-motivated and well organized with proven ability to perform at a high level with limited direct oversight and management;
- Experience working both independently and in a team-oriented, collaborative environment;



- Demonstrated success at building team relationships and partnerships across organizational lines;
- A high degree of emotional intelligence;
- Team player - willingness to pitch in across the organization.

About Working at Encore

Our team is our single greatest asset and that which we are most proud of. Encore team members share a single mission – building the clean energy economy of the future in a responsible manner that creates high quality jobs and enhances the communities in which our projects operate.

We invest heavily in our team – here are a few of the benefits we offer:

- 100% of health-care premiums for a high-quality plan funded by Encore
- Extended parental leave - 12 weeks paid time off for both parents
- Flex time options for child and family care

- Work-life balance with remote work opportunities and attractive paid-time off policy
- 14 paid holidays (includes 2 floating holidays of employee's choice)
- 20 days of paid time off]
- One paid volunteer day each fiscal quarter
- 401k 3% match
- Employee equity participation program
- Continuing education and tuition assistance

Encore believes that an equitable and inclusive work environment, and a diverse, empowered team are key to achieving our mission. We are not looking for candidates who are “culture fits.” We are looking for candidates who can expand our culture, challenge business as usual, and bring their whole selves to work. We strive to provide those candidates with an equitable and accessible recruitment process.

Encore provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, sexual orientation, gender identity or expression, veteran status, or genetics. In addition to federal law requirements, Encore complies with applicable state and local laws governing nondiscrimination in employment in every location in which Encore has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

Don't meet every single requirement? Studies have shown that women and people of color are less likely to apply to jobs unless they meet every single qualification. If you're excited



about this role but your past experience doesn't align perfectly with every qualification in the job description, we encourage you to apply anyway. You may be just the right candidate.

Please send resume to careers@encorerenewableenergy.com