



Saba is a Caribbean Island, and is also the smallest special municipality (Public Entity) of the Netherlands. The island is characterized by its beautiful nature, the volcano Mount Scenery (which is the highest point within the Kingdom of the Netherlands at a height of 887 meters), a particularly beautiful underwater world and its inhabitants.

Saba became a special municipality within the Netherlands after the dissolution of the Netherlands Antilles on October 10th, 2010. Currently about 2000 inhabitants (including several hundred medical students) live on an area of 13 square kilometres.

This beautiful island is looking for a

PROJECT MANAGER CONSTRUCTION

Work Environment

The department of Infrastructure and Spatial Planning prepares, designs, tenders and manages construction projects for government buildings and infrastructure. The projects are very diverse in size and nature, from widening an existing road to building a new school campus. Some examples of current and upcoming projects are: expansion and renovation of school buildings, improvement of recreational and sports facilities, renovation and expansion of the administration building, affordable housing projects, the construction of a new harbor and infrastructural projects such as roads, improvements to the water network and a new solar park. Many of these projects are carried out in close collaboration with other departments and the central government. Besides construction projects, the department

develops policies in the field of housing and spatial planning and is responsible for the issuance of building permits. The department is looking for a project manager for architectural and civil projects.

Description of main duties

- Ensure successful execution of projects within time and budget.
- Overseeing and directing various construction projects, both architectural and civil, from conception to completion. Projects include, but are not limited to: renovation and expansion of government buildings, sports and recreational facilities, affordable housing and infrastructural projects (water network, roads, renewable energy).
- Reviewing projects in-depth to schedule deliverables and estimate costs.
- (Financial) reporting.
- Analyze, manage and mitigate risks.
- Coordinate frequent meetings and subsequent decision making with the project team, architect, key advisors and contractors.
- Organizing tenders, bidder evaluation and selection in compliance with guidelines.
- Negotiating terms of agreements, drawing up contracts.
- Contract management and supervision on-site during construction phase.
- Maintain local stakeholder involvement throughout projects, address concerns.

What you offer

- Bachelor's or Master's degree, preferably in architecture or civil engineering.
- Preferably at least 5 years' project management experience in the field of architectural and/or civil construction projects.
- Understanding of all facets of the construction process
- Technical knowledge of building products, construction details and relevant rules, regulations and quality standards.
- Able to make project financial estimations and timelines.
- Strong organizational and time management skills.
- Getting things done mentality, work in a solution and result-oriented way.
- Competent in conflict management.
- Team player with good communication and interpersonal skills.
- Excellent command of English and preferably Dutch, both spoken and written.
- You are willing to establish yourself on the island. Working remotely is not an option.

We offer

- At the Public Entity Saba, you work at an organization in development that offers freedom and challenges to show your talents.
- Ample opportunity to develop and grow in technical knowledge, skills and project management.
- We offer a 36-hour work week.
- The position is evaluated at our government salary scale 11 ranging from \$3,550 through \$4,988 excluding 15.5% allowances per monthly salary, 8.33% vacation allowance and a 13th month.

- The salary is paid in American dollars, the official currency in the Caribbean Netherlands.
- The Caribbean Netherlands has its own tax regulations. Income exceeding the basic allowance (in Dutch: belastingvrije som; \$20,424 in 2024) will be subject to a rate of 30.4% in loonheffing (payroll taxes).
- Life on the beautiful and safe island of Saba.
- Also offered is a relocation packet for the ideal candidate traveling from abroad.

Apply

If you are interested in this position, we invite you to submit an application letter and resumé no later than **April 1, 2024**, via email: HRM@sabagov.nl. For more information about the position, please contact department head Zelda Meeuwsen via email: zelda.meeuwsen@sabagov.nl.