

MUNICH/BERLIN

## **Contract Manager (m/f/x) Architecture for Large-Scale Projects**

### **Overview**

Are you looking forward to interesting and challenging tasks within a design-oriented and innovative environment that also offers you the stability and structure of a successfully grown company? Are you looking for an opportunity to contribute your creativity and personality? Then you'll be a great fit for us!

Our strong community and longstanding success are based on an appreciative, open and family-like atmosphere and the expertise and commitment of our employees.

Become part of our team as a Contract Manager (m/f/x) for major projects and apply now!

### **You can expect the following**

- Preparation of project proposals in cooperation with project managers and partners
- Independent preparation of fee calculations
- Support and participation in contract negotiations
- Preparation of contracts in cooperation with the client and technical planners
- Commercial support and control of the project during its entire employment
- Close cooperation with the project teams as well as the controlling and accounting departments

### **You bring along**

- Completed studies in the fields of business administration / civil engineering / industrial engineering or comparable qualifications
- Professional experience in commercial project management is preferred
- Experience in negotiating and managing contracts
- Very good knowledge of HOAI and contract law
- Business fluent in German and good skills in English

### **We offer**

- Attractive and diverse, well-known (large-scale) projects and a large design scope
- Support for personal and professional development: HENN Academy including recognition by the chambers of architects, language courses, individual seminar and certification programmes in collaboration with cooperation partners
- Attractive remuneration and 30 days vacation p.a. plus special leave
- Flexible and family-friendly working time models
- Office in the heart of Munich (Maxvorstadt) and Berlin (Alexanderplatz) with excellent public transport connections
- International and interdisciplinary working environment
- Joint events (multi-day office trip and Christmas party) and team activities (company run, soccer tournament, pretzel monday, after-work get-together)

### **Your contact at HENN**

Astrid Römer

T +49 (89) 523 57 832. We are eager to get to know you! Please submit your application via our recruitment portal.