

› **SITE MANAGER** – Join the **FILTER** team

„If you are interested by technical challenges, modern technologies, sustainable solutions, and ensuring the safe and reliable operation of equipment, we invite you to join the Filter Solutions team as a **Site Manager**.

Filter Solutions is an engineering solutions company founded in Estonia in 1992, with subsidiaries in Latvia, Lithuania, Bulgaria, Poland and Finland. Our strengths lie in long-term experience, reliability, entrepreneurship, and a continuous drive for improvement. We operate in a field where expectations for equipment performance, energy efficiency, and environmental responsibility are high.

As a Site Manager, you will be a key player ensuring the safe and smooth Site Management and helping clients achieve their goals — by providing innovative and flexible energy solutions, even in rapidly changing conditions.

Your work directly impacts the electrification of society, supports the project's lead time and cost efficiency, promotes a safety culture in construction site operations, enhances process efficiency, and fosters a more sustainable and impactful operational environment.

You can expect daily technical challenges and growth opportunities that will allow you to develop as a top expert in your field and contribute to the advancement of modern engineering solutions.

If you are looking for new challenges and opportunities for growth, we are looking forward to having you on our team.”



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SITE MANAGER

Purpose:

To lead and execute on-site construction projects according to the project plan, ensuring quality, safety, and timely delivery.

Key Responsibilities:

Project Coordination & Leadership

- Manage and supervise all on-site construction activities for boiler house projects, including mechanical, electrical, and automation works.
- Develop and maintain detailed work schedules aligned with overall project milestones (boiler erection, piping, commissioning).
- Ensure efficient sequencing of work between contractors (boiler supplier, mechanical, electrical, civil, and automation teams).
- Lead daily coordination meetings, monitor progress, and resolve on-site issues in collaboration with the Project Manager and main contractor representatives.
- Serve as the main on-site contact for clients, contractors, consultants, and authorities.

Site Operations & Quality Control

- Supervise subcontractors and ensure all works meet design, technical, and safety standards.
- Verify that ordered materials and services meet specifications.
- Manage site logistics, workforce, and equipment utilization efficiently.
- Review and approve daily progress, material usage, and subcontractor reports.
- Maintain and update the site diary, tracking work progress, quality, and deviations.
- Coordinate with design, procurement, and commissioning teams to ensure smooth project execution.

Safety & Compliance

- Act as the person responsible for Environment, Health, and Safety (EHS) within FILTER's project scope.
- Conduct daily toolbox talks and ensure proper use of PPE and work permits.
- Coordinate safety inspections and incident reporting with safety officers.
- Promote a strong safety culture across all contractors and disciplines.
- Comply with environmental, occupational, and electrical safety requirements as well as company internal rules and quality standards.

Quality Assurance (QA/QC)

- Ensure all works meet design and quality standards, including welding, alignment, and pressure testing.
- Review and approve Inspection Test Plans (ITPs) and related QA/QC documentation.
- Coordinate third-party inspections (e.g., NoBo, NDT) and ensure certification requirements are fulfilled.
- Manage and close punch lists prior to commissioning.

Continuous Improvement

- Participate in post-project reviews and provide improvement suggestions for future projects.
- Maintain and develop professional competence through ongoing training and collaboration.

Profile and expectations:

- Applied technical education.
- 5–10 years of site management experience in thermal engineering or equivalent industrial construction projects.

- Strong computer skills (MS Office design software).
- Fluent in English and Finnish (both spoken and written).
- Cooperative and solution-oriented mindset.
- Strong communication, influencing, and problem-solving skills.
- High stress tolerance, persistence, and a strong sense of responsibility.
- Experience in leading commissioning of boiler plants is an advantage.

What we offer:

- Support and resources: training, tools, and resources (including a personal computer, mobile phone, and internet connection).
- The competitive gross salary for the position depending on experience and qualifications + possible performance bonus, tied to project quality, profitability, and timelines and based on the technology industry collective agreement.
- Sports benefits and engaging team events (team days, company summer days).
- A respectful work culture that values independence, professionalism, and continuous learning.