



Job Title: Project Manager

Company: Wyoming Integrated Test Center

Location: Gillette, WY, USA

Reports To: Managing Director and/or Research Director

About the Wyoming Integrated Test Center (ITC)

The Wyoming ITC opened in May 2018, outside of Gillette, Wyoming. The center provides space for researchers to test Carbon Capture, Utilization and Sequestration (CCUS) technologies using 20 MW of actual coal derived flue gas. Research at the facility will help support jobs, local and state economies and plays a key role in commercializing carbon management technologies to help the world achieve its carbon goals.

The State of Wyoming allocated \$15 million for the construction and operation of the facility. An additional \$5 million commitment from private industry was required under the appropriation, which was secured from the Tri-State Generation and Transmission Association in addition to \$1 million pledged from the National Rural Electric Cooperative Association. Basin Electric Power Cooperative is providing the host site at their Dry Fork Station as well as many additional in-kind contributions including engineers and construction management services. Along with testing capture technologies, researchers have tested utilization technologies taking flue gas and turning it into marketable products. Research conducted at the ITC has advanced new opportunities in petrochemicals as well as other commercial uses of carbon dioxide.

The ITC is one of a handful of such facilities around the world and only the second one in the United States with flue gas available for larger scale testing. While many carbon capture technologies are being developed and studied in laboratory settings, the ITC is one of the only research and testing facilities located at an operating generation facility. Laboratories cannot mimic the real-world conditions of a functioning coal-fired power plant which helps alleviate typical concerns over being able to scale technology from a lab to commercial operation. The ITC is a public-private partnership managed by the State of Wyoming at the direction of Governor Mark Gordon.

Position Summary

The Project Manager (PM) is responsible for the management of day-to-day tasks at the Wyoming Integrated Test Center (ITC) as well as being the primary point of contact for technology developers who either will deploy or have deployed projects at the ITC and are current tenants of the facility. The Candidate will work within a team of professionals who report to an advisory board made up of utility members and state of Wyoming stakeholders. The PM shall assure daily operations are conducted in accordance with ITC policies and procedures as well as state and federal regulatory requirements. Additional responsibilities of the Project Manager include communicating with stakeholders, potential ITC tenants, current ITC tenants, managing subcontractors, and ensuring all mobilization, construction, testing, and

demobilization of ITC tenants is conducted safely.

Essential Duties and Responsibilities

- Must be a motivated self-starter who can cordially interact with a wide range of individuals from university research scientists to craft laborers.
- Maintains a detailed construction and testing schedule for all ITC tenants.
- Conducts an annual review of the ITC safety manual and procedures to be reviewed by the Research Director and Executive Director.
- Attends weekly project progress meetings with all tenants and their respective project participants remotely via MS Teams, Zoom, etc. or on site in person.
- Continually identifies site needs and prioritizes projects by importance. Seeks appropriate contractors and/or subcontractors to complete required maintenance or infrastructure upgrade tasks.
- Performs tracking functions to ensure each tenant's project is compliant with project deployment procedures as well as operational compliance.
- This individual should have experience in the process design or construction industry, and familiarity with OSHA requirements and codes applicable to chemical process industries as well as the electric power industry.
- Provides coverage and performs duties and/or functions whenever the Directors are traveling or otherwise unavailable.
- Attends all meetings, as scheduled, and directed and may be required to give site tours to government employees as well as potential research partners.
- Provide monthly status update for inclusion in the facility's written report.
- All other job duties as assigned.

Qualifications

Education

- A minimum of a bachelor's degree in an engineering field required.

Credentials

Priority will be given to candidates with a Professional Engineering license, particularly those with a license in the state of Wyoming. Experience or emphasis in Business, Operations, Project Management.

Priority will also be given to candidates with a Project Management Professional certification.

Skills & Experience

- Previous project management experience in a heavy industry field is required. Priority given to candidates with management experience in permitting, public/private sector knowledge, and operations.
- Minimum of three years of project management and operations.
- Experience in permitting is preferred.
- Commercial construction experience is preferred.
- Must be able to interpret and understand how to read engineered drawings such as P&IDs, one lines, electrical drawings, process flow diagrams, etc.
- Computer and technical skills, including experience with MS Office suite, Adobe Acrobat, and virtual meeting platforms such as MS Teams, Zoom, etc.
- High-level critical thinking, attention to detail, time-management, organizational, communication and reasoning skills.

Work Requirements

- Must be able to work in a team collaborative environment.
- Must be able to work a flexible schedule to ensure all tasks are completed per week. May be requested to work additional time, as demands require.
- Must have reliable transportation.

Job Classification

- Position will be considered a contractor which may be fulfilled by an individual or firm, responsible for all applicable payroll taxes, insurance requirements, business registration, etc.
- The expected weekly workload is 20-30 hours per week from January 2023 through December 2023.

Please send CV/Resume and Rate Sheet to: will@wyomingitc.org with subject: ITC PM