

<b>Position:</b>	Project Cost Controller
<b>Reports to:</b>	Cost Accountant
<b>Substitute(s):</b>	Commercial Manager
<b>Persons Responsible for:</b>	All Employees and Subcontractors

### Company Overview:

Aventus Energy is a leading Energy & Infrastructure company providing innovative solutions to the energy sector. We are dedicated to delivering complex projects with precision and expertise, contributing to the global shift towards sustainable energy. At Aventus Energy, we value integrity, collaboration, and a forward-thinking approach in everything we do.

### Position Overview:

The **Project Cost Controller** is responsible for monitoring, controlling, and reporting project and operational costs to ensure financial performance aligns with approved budgets and forecasts. The role supports project teams by providing accurate cost tracking, analysis, and reporting, helping to identify risks, trends, and opportunities for cost optimisation.

Working closely with operations, and commercial teams, the Cost Controller plays a key role in maintaining cost discipline from project mobilisation through to close-out.

### Key Responsibilities:

#### Cost Control & Financial Monitoring

- Monitor and control project and operational costs against budgets and forecasts
- Maintain accurate cost records, including commitments, actuals, and accruals
- Track variations, changes, and trends impacting project cost performance

#### Forecasting & Reporting

- Assist in the preparation of cost forecasts, cash flow reports, and monthly financial updates
- Produce regular cost reports for internal stakeholders and management
- Highlight cost risks and opportunities, providing clear commentary and recommendations
- Ensure timely and accurate month-end cost close-out

#### Commercial & Operational Support

- Work closely with operations, and project teams to understand scope, changes, and cost drivers
- Support tender handover and budget setup following contract award
- Assist with evaluation and tracking of subcontractor and supplier costs
- Support change control processes, including change registers and cost impact assessments

#### Systems, Controls & Compliance

- Maintain cost control systems and project cost trackers
- Ensure cost data is accurate, auditable, and compliant with company procedures
- Support internal and external audits as required
- Contribute to continuous improvement of cost control processes and reporting tools

### Qualifications / Requirements / Experience:

### Experience:

- Experience in a cost control, commercial, or project controls role
- Experience in construction, engineering, utilities, infrastructure, or similar sectors
- Knowledge of cost value reconciliation (CVR) processes
- Experience supporting multiple projects or operational workstreams
- Strong understanding of cost tracking, forecasting, and reporting practices
- Excellent analytical and numerical skills with strong attention to detail
- Proficiency in Microsoft Excel; experience with cost management systems is an advantage
- Ability to work collaboratively with project, operations, and commercial teams
- Ability to work independently and within a team in a fast-paced, deadline-driven environment.

### Soft Skills:

- Excellent verbal and written communication skills for stakeholder engagement.
- Proactive and self-motivated with a strong work ethic.
- Attention to detail with a strong focus on accuracy and compliance.

### HSEQ:

- All employees have a responsibility for ensuring their own health and safety and that of their colleagues
- Co-operate with Company requirements to ensure that statutory duties are met
- Do not interfere with or misuse anything supplied for health and safety
- Only use equipment and substance where trained to correctly do so
- Identify and take any obvious corrective actions to resolve non-conformances and prevent loss in your immediate area, reporting any hazards to HSEQ Team/Line Manager
- Promote the implementation and continuous improvement of the Quality Aspects of the management system.
- Support the Company's environmental stance by following all environmental procedures and policies and assist with the reduction of waste, energy usage and emissions.

### Aventus Core Values:

We expect you to maintain and drive our core values:

- Knowledge
- Discovery
- Success

Employee Approval:		Aventus Approval:	
Name:		Name:	
Sign:		Sign:	
Date:		Date:	