

Program Manager for Latin America and the Caribbean Job Description

Tradewater International is a Costa Rican entity, subsidiary of Tradewater LLC in the United States, dedicated to find, collect, and destroy harmful, ozone-depleting substances ("ODS") in the form of refrigerant gases, to ensure that they are not released into the atmosphere. These projects are conducted under particular rules established by international carbon offset protocols so that the environmental benefit can be quantified and audited. They result in the generation of verified carbon offset credits.

According to Drawdown, by Paul Hawken, one of the most impactful things we can do to prevent runaway climate change is to properly manage harmful refrigerant gases.

Tradewater International seeks to hire a Program Manager for Latin America and the Caribbean, to support its implementation of the international work. The scope of the work is described below, and part of a continually evolving and changing work.

Location: San José, Costa Rica, with travel to other countries as needed.

Type of employment: Full time Employee (*planilla*)

Coordination and supervision by: Director of International Programs

Primary Responsibilities:

The Program Manager is expected to undertake activities such as the following, among others:

- Regional countries' program development in Latin America and the Caribbean.
- Supervision and management of in-country coordinators and other service providers.
- Refrigerant search and acquisition activities.
- Facilitate, build, supervise and coordinate the work in the assigned countries with the customers/refrigerant owners, waste managers, government authorities and other relevant stakeholders as necessary and appropriate.
- Strictly follow Tradewater's documentation and reporting guidelines and requirements.
- Develop and report on metrics to determine improvements and manage timelines.
- Research, analysis, and execution related to government permits, licenses, and other processes as necessary.
- Conduct, collect and facilitate geographic, social, economic, and political considerations and contributions as appropriate for the best possible development of the work.
- Coordinate special research, outreach, and develop specific and/or cross-cutting activities/strategies/projects.

Experience and Qualifications:

Candidates should have a demonstrated ability to work independently in a professional environment, have strong interpersonal skills, exceptional problem-solving, and work collaboratively with multiple stakeholders.

- **Technical background:** Bachelor's degree in Industrial, Mechanical, Electrical, Chemical or Environmental Engineering. Or Bachelor's degree in International Relations. (Or equivalent experience).
- **Preferred experience:** At least six years of relevant experience in environmental project management, logistics, industrial sector and/or the RAC sector.
- Experience in refrigeration processes (desirable).
- Results-driven and target-driven attitude.
- Goal oriented leadership skills
- Aptitude for persuasion and negotiation.
- Resiliency and flexibility to evolving conditions and a dynamic work environment.
- Commitment to Tradewater's mission.
- Excellent communication and organizational skills.
- Knowledge in the use of office packages or Office 365.
- Availability to travel as required to countries.
- Fluency in English is required.
- Fluency in Portuguese is an asset.
- Attention to detail and ability to complete tasks thoroughly.
- Immediate availability is desirable.

If you are interested, please submit your application at:

https://app.jobvite.com/j?aj=oXplgfw4&s=TW_Website