



Global Eden Farms

CLICK JOB TITLE TO SEE JOB DESCRIPTION

- [VICE PRESIDENT OF AGRONOMY \(VPA\)](#)
- [SENIOR PROJECT MANAGER](#)
- [PROJECT MANAGER \(GENERAL\)](#)
- [AGRONOMIST \(GREENHOUSE PRODUCTION\)](#)
- [PROJECT FINANCE MANAGER](#)
- [HUMAN RESOURCE MANAGER](#)
- [PROCUREMENT MANAGER](#)
- [COUNTRY MANAGER](#)
- [GREENHOUSE CONSTRUCTION PROJECT MANAGER](#)
- [PROJECT COORDINATOR](#)

Position: VICE PRESIDENT OF AGRONOMY (VPA)

Location: USA or Any location

Reports to: CEO

Organization: Global Eden Farms

Global Eden Farms is seeking a **VP of Agronomy (VPA)** to lead its department of agronomy. The company's focus is on both greenhouse and open field farming. The candidate will be providing deep expertise in each to grow crops, including all aspects of cultivation, seed selection, crop growing, crop protection, fertilizer management, irrigation technologies, and specialized equipment use, all interconnected with sophisticated information systems. The position is responsible for the organization, planning, implementation, and supervision of our agronomic farming strategies as well as ensuring the strategies are implemented in a sustainable manner that optimizes return on investment and demonstrates good stewardship in the communities in which we operate in the USA, Australia, and Africa.

Africa locations include but are not limited to Ghana, Burkina Faso, and Zambia. This role will serve as a member of the executive leadership team and will participate in the overall direction and strategic vision of Global Eden Farms.

Global Eden Farms is part of Global Eden Corporation headquartered in Dallas, Texas. The company is seeking to meet the growing worldwide demand for food through sustainable farming investments while providing a path for both developed and developing countries to address pressing climate concerns such as greenhouse gas emissions and air and water pollutions.

The VP of Agronomy will play a critical leadership role in developing Global Eden Farms' vision of sustainable farming and making that vision operational. He/she will build and lead a diverse group of talents to ensure smooth greenhouse and open field operations, rising to the challenge of meeting the growing worldwide demand for food while making sure the company is holding true to its vision of sustainable farming. The VP will work cross-functionally to build relationships and collaborate to meet overall company objectives. Externally, he/she must be comfortable interacting with media, customers, operational partners, and financial partners to showcase Global Eden Farms' agricultural activities. He/She will help to develop scalable strategies and partnerships with farmers, ranchers, and industry organizations to support the company's growth and promote our world-changing vision.

Duties and Responsibilities:

- Work in tandem with the Sales and Marketing Department to understand the global market and identify the correct crops and grow them for the market.
- Understand the Agronomy marketplace from a value and competitive standpoint and work with the Sales and Marketing department to develop a strategic plan for the agronomy sales and market.

- Tap into the culture and flow of the Sales and Marketing Department, provide strategic key concepts and guidance from an Agronomy viewpoint, which lays the foundation for functional synergy and a productive environment
- Lead the Agronomy Department to ensure greenhouse and open field productions meet annual targets.
- Work with senior leadership to establish Key Performance Indicators that support the company's overall agricultural production goals.
- Oversee and set the strategic direction of the Precision Ag program and bring the department up to date on any pertinent agricultural or agronomic information.
- Conduct field research in plant and soil fertility, irrigation, pesticides, growth regulators, and new technologies that can bring value and improve farming operations.
- Make fertilizer and soil amendment recommendations for the various crops throughout all locations as see fit.
- Oversee chemical/fertilizer procurement procedures, both the formal and the informal bidding process, for fairness and compliance, as well as budget management.
- Maintain open communication with fertilizer and chemical distributors as well as precision Ag and seed suppliers.
- Stay abreast of all applicable regulations and inform each country and site of changes and requirements.
- Work on and review hazardous material communications plan.
- Track and manage up-to-date inventory of chemicals. Supervision and instruction of safe working practices.
- Maintain a deep understanding of soil productivity principles and keep up to date on the latest trends and technologies in agronomy.
- Be a champion of promoting organizational safety.
- Coach/mentor teams in farming operations and help them expand their areas of operational knowledge and responsibilities, including operational and capital budgets.
- Partner with HR and the Compliance Departments to make sure company policies are followed, personnel are trained properly, and new initiatives are implemented in the field in accordance with set practices.
- Collaborate with stakeholders both internally and externally with regenerative farming strategies.
- Participate in the development and maintain the operating budget for the Agronomy Department.
- Form communication channels with Agronomy Operations, Farmers, and Ranchers to ensure smooth delivery of products, programs, and services to our customers.
- Serve as an advocate for the agricultural industry and represent the organization in industry associations and committees.

Skills:

- Working knowledge of greenhouse and open field agriculture, including seed selection, crop production, and harvesting.
- Working knowledge of regenerative agriculture practices

- Experience independently conducting agronomic research and a strong understanding of statistical analysis and experimental design.
- Excellent communication skills with the ability to read, write and present technical information one-on-one and to large groups.
- Energetic, forward-thinking, and creative individual with high ethical standards and an appropriate professional image.
- Ability to be a coach and mentor to a highly capable and energetic team.
- Highly entrepreneurial and eager to drive programs through to completion. Able to deal with pressures and timelines inherent in a fast-paced company.
- Be able to implement continuous improvement initiatives.
- Strong computer and organizational skills.
- Must be able to deliver presentations to groups and senior level management.
- Willing to take on new properties and complex projects.

Qualifications:

- BA/BS or higher degree in agronomy/horticulture/plant/soil science/ crop production from an accredited college/university or equivalent
 - 15+ years' experience in Farm Management or as an Agronomist in open field agriculture or greenhouse. A combination of both a plus.
 - Must be able to relocate if necessary.
 - Must be able to travel internationally and frequently drive long distances.
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Position: SENIOR PROJECT MANAGER

Location: USA or Any location

Reports to: CEO + Steering Committee

Organization: Global Eden Farms

Global Eden Corp is seeking a **Senior Project Manager (SPM)** who will oversee major design and construction projects in the USA, Australia, and Africa.

Africa locations including but not limited to Ghana, Burkina Faso, and Zambia. This is a senior role with local Project Managers in each of these locations reporting to it and it will report to the CEO.

Global Eden Corp is incorporated and headquartered in Dallas, Texas. It seeks to provide relief to shortages in Food, Energy, and Housing, while providing a path for both developed and developing countries to address climate pressing concerns such as greenhouse gas emission, air, and water pollutions. The company operates in the following business segments: (1) Agribusiness, (2) Renewable Energy, and (3) Real Estate & Infrastructure Developments.

The **Senior Project Manager** will oversee and direct project team(s) in several locations for Global Eden Farms, the agribusiness business segment of the company.

The key responsibilities of the Senior Project Manager include but not limited to project governance, oversight, scope, economics and resourcing across multiple projects and work streams. The Senior Project Manager is expected to take part of some project designs, manage all aspects of all major project activities within Global Eden Farms and report to a Steering Committee comprised of senior executives with dotted line to the CEO.

Summary of Responsibilities

The Senior Project Manager (SPM) is responsible for the overall management of multiple construction projects (plans, budgets, schedules, organizes, and controls assigned projects). Maintains close contact with clients, monitors site construction and financial activities to ensure proper project completion. The SPM should lead by example and uphold the mission and values of Global Eden Corp.

Position Responsibilities and Duties

- Initiate and maintain liaison with business segment owners, EPC companies from Spain, Israel, Australia, South Korea, India, Norway, and all other key local contractors to coordinate the designs and facilitate project activities.

- Involved in the recruitment of junior Project Managers
- Oversee and provide guidance on projects to junior Project Managers and staff.
- Work with superintendents and foremen to plan, organize and direct activities related to construction projects.
- Lead and/or assist with estimating potential projects
- Establish project objectives, policies, procedures, and performance standards within boundaries of company policy and contract specifications. Confer with supervisors and foremen to discuss such matters as work procedures, complaints, and construction problems.
- Monitor and control project through administrative direction of on-site foremen to ensure project is completed on schedule and within budget.
- Investigate potentially serious situations and implement corrective measures.
- Represent company in project meetings and attend strategy meetings.
- Work with contract administrator to manage financial aspects of contracts to protect company's interest and simultaneously maintain good relationship with the customer.
- Procure supplies and materials to complete project.
- Interpret and explain plans and contract terms to administrative staff, workers, and clients.
- Update Global Eden Farms job reports including work progress, costs, and scheduling updates.
- Work with field operations to assign workers to construction sites to work on specified projects.
- Proactively develop relationships with the subcontractor community.

Job Control and Execution

- Ensure that every project is managed to maximize customer satisfaction
- Ensure project quality control plan is in effect and followed
- Ensure punch list is completed to the customer's satisfaction
- Submit project change orders to clients within a week of request
- Complete and distribute meeting minutes with 72 hours progress meetings
- Return all calls and e-mails within 24hrs
- Prepare, complete, and submit O&M manuals to clients within 30 days of substantial completion
- Complete WIP reports within scheduled timeframe
- Ensure job processes are followed in accordance with policy
- Proactively monitor the progress of the project through updated schedules
- Assist the project staff in resolving scope problems with subcontractors
- Review and ensure that the safety plan is in place prior to starting work
- Ensure that the field staff is administering the safety plan
- Submit projects for industry awards as appropriate General Requirements

Requirements

- must be experienced in Complex Project Management and proficient in methodologies such as six sigma and lean and apply those standard approaches to all assigned projects.
- Must work independently with minimal day to day direction from executive leadership and work closely with our implementation and EPC partner and manage Project Managers from that team.

Other Key Skills Required

- Advanced skills in financial management and budgeting, as well as procurement and contract negotiations across projects.
 - Capabilities in establishing and executing the governance framework and methods for all aspects of the projects.
 - Advanced project management skills exemplified by specific prior experience in complex, full lifecycle, multi-year engagements.
 - Must possess a BS/BA or higher degree in either Civil Engineering, Mechanical Engineering or Construction Management.
 - Must possess a minimum of 15 years of construction management experience or comparable skills in a related field
 - Excellent written and verbal communication skills
 - Must know Microsoft Office and Project
 - Must be self-motivated and punctual
 - Must be able to manage multiple tasks and have excellent follow up skills both internally and externally
 - Must be professional and polished in appearance and speech
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Position: PROJECT MANAGER (GENERAL)

Organization: Global Growth Organization

Location: Accra, Ghana

Reports to: Senior Project Manager (SPM)

Global Eden Corp is incorporated and headquartered in Dallas, Texas. It seeks to provide relief to shortages in Food, Energy, and Housing, while providing a path for both developed and developing countries to address climate pressing concerns such as greenhouse gas emission, air, and water pollutions. The company operates in the following business segments: (1) Agribusiness, (2) Renewable Energy, and (3) Real Estate & Infrastructure Developments.

The company is looking for a self-motivated **Project Manager** to be responsible for the direction, coordination, implementation, executive, control, and completion of the project while remaining aligned with the strategy, commitments and goals of the company pertaining to the Ghana greenhouse farm project. The Ghana greenhouse farm project is an integration of greenhouses covering an area of more than 300 acres and powered by an 8 - 10MWh off grid Agri voltaic solar power station and a state-of-the art distribution facility.

Essential Duties and Responsibilities

- Plan and implement projects
- Help define project scope, goals, and deliverables
- Define tasks and required resources
- Recruit and manage project team
- Manage budget
- Allocate project resources
- Create a schedule and project timeline
- Track deliverables
- Support and direct team
- Lead quality assurance
- Monitor and report on project progress
- Present to stakeholders reports on progress as well as problems and solutions
- Implement and manage change when necessary to meet project outputs

- Evaluate and assess the result of the project

Qualifications:

- Minimum 5 years project management experience
 - Excellent communication skills
 - Problem-solving and leadership skills
 - Project planning, risk management, time management and other project management skills
 - Project management qualification (PMP), Certified Associate in Project Management (CAPM), or equivalent experience as a project manager
 - Experience in strategic planning, risk management and/or change management
 - Proficiency in project management software tools
 - Contract negotiation
 - Conflict resolution experience
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Position: AGRONOMIST (GREENHOUSE PRODUCTION)

Organization: Global Eden Farms (GEF)

Location: Accra, Ghana

Reports to: Greenhouse Production Manager

Global Eden Corp is incorporated and headquartered in Dallas, Texas. It seeks to provide relief to shortages in Food, Energy, and Housing, while providing a path for both developed and developing countries to address climate pressing concerns such as greenhouse gas emission, air, and water pollutions. The company operates in the following business segments: (1) Agribusiness, (2) Renewable Energy, and (3) Real Estate & Infrastructure Developments.

The company is looking for an experienced, self-motivated **Agronomist** to be responsible for the management of crop growing operations for the greenhouse farm operations in Accra, Ghana. The person will also be responsible for the proper care of the greenhouse, including the principles and practices of plant cultivation, propagation, and protection. The Ghana greenhouse farm project is an integration of greenhouses covering an area of more than 300 acres and powered by an 8 - 10MWh off grid Agri voltaic solar power station and a state-of-the-art distribution facility.

Essential Duties and Responsibilities

Identify the plants and their problems (diseases, pests, and others).

- Plan, organize, direct, control, and/or coordinate activities of workers engaged in propagating, cultivating, harvesting, and packing various tomato varieties (or other vegetables).
- Train new employees in cultivating techniques: including pruning, de-leafing, thinning, irrigation, and pest control. Manage all greenhouse personnel under their direction, supervising their activities and training them in the appropriate techniques for the plants being grown.
- Track labor efficiency and make appropriate changes in labor crew to meet company goals.
- Ensure the labor quality meets company standards and actively manage out poor performers.

- Coordinate biological control dept to monitor pest and disease levels.
- Ensure all safety policies (worker safety, food safety, etc.) are followed and enforced and ensure strict crop hygiene practices are followed and enforced.
- Establish and maintain a program to record crop growth data (weekly crop report, climate report, fruit maturation report, production, etc.).
- Must be able to budget and forecast crop expenses and yields.
- Responsible for inspecting facilities for signs of disrepair, and delegating repair duties to staff.

Qualifications:

- Bachelor's degree in Ag business or Ag science, or related field (agricultural emphasis) preferred.
 - Minimum 5 years of relevant job experience
 - Must be able to identify the plants and their problems (diseases, pests, and others).
 - Must be able to plan, organize, direct, control, and/or coordinate activities of workers engaged in propagating, cultivating, harvesting, and packing various tomato varieties.
 - Strong verbal and analytical skills with the ability to interact effectively with all levels of employees and management.
 - Must be able to budget and forecast crop expenses and yields.
 - Must be computer literate in Excel, Word and capable of running greenhouse computerized software.
 - Bi-lingual (English/local language) preferred.
 - Must be willing to work some weekends and reside on site. preferred.
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Position: GREENHOUSE CONSTRUCTION PROJECT MANAGER

Organization: Global Eden Farms

Location: Accra, Ghana

Reports to: Senior Project Manager (SPM)

Global Eden Corp is incorporated and headquartered in Dallas, Texas. It seeks to provide relief to shortages in Food, Energy, and Housing, while providing a path for both developed and developing countries to address climate pressing concerns such as greenhouse gas emission, air, and water pollutions. The company operates in the following business segments: (1) Agribusiness, (2) Renewable Energy, and (3) Real Estate & Infrastructure Developments.

The company is looking for a self-motivated **Greenhouse Construction Project Manager** to be responsible for leading, directing, and coordinating the work of team members (internal and external) of varied backgrounds on its greenhouse construction project in Ghana. The Ghana greenhouse project is an integration of greenhouses covering an area of more than 300 acres and powered by an 8 - 10MWh off grid Agri voltaic solar power station and a state-of-the art distribution facility.

Essential Duties and Responsibilities

- Leading relationship (main point of contact) with customers (Agribusiness business segment), EPC (Greenhouse engineering consulting company, Real Estate and Energy business segments) and all other consultants essential to the implementation of this project from initial stage to the delivery of this project.
- Establishing and maintaining onsite contact with building facilities personnel
- Setting up project coordination meetings with key stakeholders to ensure optimal development of this project.
- Establishing priorities for project implementation
- Developing and maintaining project timeline
- Tracking any material or equipment purchased for the project team and once purchased schedule to ship to the project site
- Reporting any onsite safety issues that may arise during the client engagement

- Leading and directing the work of consulting external engineers and equipment suppliers
- Establishing and operating project management activities with internal team and outside vendors (consultants etc.) to efficiently drive project from beginning to end.
- Visiting customers at job sites
- Participating in marketing events at trade shows etc
- Performing other duties as assigned

Qualifications:

- Minimum 7 years' electrical, mechanical, engineering, or industrial power construction project management work experience preferably focusing on greenhouse construction and solar energy construction.
 - B.S. and/or M.S. degree in engineering, construction/project management or equivalent experience in a similar role
 - A strong understanding of commercial construction and institutional buildings and/or similar site work; Demonstrated experience estimating and managing self-performed/subcontracted work including a working knowledge of civil, architectural, mechanical, and electrical work
 - Core competencies/skills in the areas of construction, communication, attention to detail, critical thinking, getting results, and problem solving
 - Excellent oral/written communication skills, including well-developed presentation skills
 - Creative problem solving
 - Strong interpersonal and client communications skills
 - Team player to inspire and mentor colleagues
 - Ability to present analysis in understandable and compelling formats
 - Ability to communicate project status, prioritize tasks at hand and delegate workload efficiently
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Position: PROJECT FINANCE MANAGER

Organization: Global Growth Organization

Location: Accra, Ghana

Reports to: Project Manager Ghana + Dotted line to CFO

Global Eden Corp is incorporated and headquartered in Dallas, Texas. It seeks to provide relief to shortages in Food, Energy, and Housing, while providing a path for both developed and developing countries to address climate pressing concerns such as greenhouse gas emission, air, and water pollutions. The company operates in the following business segments: (1) Agribusiness, (2) Renewable Energy, and (3) Real Estate & Infrastructure Developments.

The company is looking for a **Finance Manager** with a combined strong knowledge of finance and accounting with construction project management experience to provide support to a solar powered farm construction project in Ghana, "the Ghana solar farm project". It is a construction of integrated greenhouses covering an area of more than 300 acres, land-based fish farm, organic fertilizer manufacturing plant, and a state-of-the art distribution facility. The farm will be off grid and powered by an 8 - 10MWh Agri voltaic solar power station.

To succeed in this role, you must be an excellent multitasker with strong organizational skills, a good communicator who works well across departments and display strong analytical skills and pays good attention to detail.

Essential Duties and Responsibilities includes but not limited to:

- Overseeing project related cash flow, financial reporting, and expenses
- Assisting departments in creating and managing project related forecasts and budgets
- Overseeing project budget
- Gathering and analyzing data to identify areas for improvement and/or develop solutions to keep projects on budget and on time
- Establishing appropriate internal controls and project governance
- Supporting design and execution of the implementation process, including business requirement gathering, process documentation and solutions design
- Implementing change management strategies, ensuring stakeholders and teams are trained and adjusted to the new process

- liaising with HQ and the CFO to ensure that the project is run in compliance
- Performing other duties as assigned

Qualifications:

- Minimum 7 years of experience and a bachelor's degree in business or finance.
 - Previous construction finance project management work experience
 - IT skills (Excel, Word, PowerPoint)
 - Excellent oral/written communication skills, including well-developed presentation skills
 - Strong interpersonal and client communications skills
 - Creative problem solving
 - Ability to present analysis in understandable and compelling formats
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Position: HUMAN RESOURCE MANAGER

Organization: Global Growth Organization

Location: Accra, Ghana

Reports to: Country Manager + Dotted line to HR Director

Global Eden Corp is incorporated and headquartered in Dallas, Texas. It seeks to provide relief to shortages in Food, Energy, and Housing, while providing a path for both developed and developing countries to address climate pressing concerns such as greenhouse gas emission, air, and water pollutions. The company operates in the following business segments: (1) Agribusiness, (2) Renewable Energy, and (3) Real Estate & Infrastructure Developments.

The company is looking for an experienced, motivated, and adaptable HR manager with a proven record as we seek to establish our presence and expand in Ghana. The HR manager will lead our effort to help source and secure new team members for various departments within our organization, build our local compensation and benefit package to hire and retain best talent, lead training and development initiatives, administer benefits and compensation appropriately to employees, moderate employee issues, and advocate to leadership on behalf of employees.

The Ideal candidate is a high-energy, strong communicator with a knack for engaging with other experienced professionals.

Responsibilities:

- Manage the human capital of Global Eden Ghana.
- Identification, qualification, and management of recruits in all areas of the company.
- Develop and maintain job descriptions for all roles.
- Arrange for interview scheduling, travel, and accommodations, for our expatriates as necessary.
- Candidate Screening: responsible for screening resumes to determine which candidates meet the minimum requirements to move to the next step in the hiring process.

- Interviewing: conducting initial interviews and narrow the number of potential candidates who will be interviewed by the hiring manager. Set up interview appointments between the chosen candidates and the hiring manager.
- Reference and Background Checks: coordinate the reference and background checks, conducting reference checks by verifying employment information and contacting the professional and personal contacts provided by the candidate.
- Building and maintaining a strong database of information to support the salary and benefit structures of new hires and existing employees.
- Benefits/Employee Wellness: Participate and guide the company process in selecting and communicating company benefits that attract and maintain employees. Manage the annual renewal processes for Medical, Dental and any other annual program(s).
- Working closely with management on handling all post-meeting(s) follow up and next steps.
- Stay on top of changing national, local laws regarding employee legislation and policy enforcement.
- Working closely with the legal team or hiring managers to prepare and negotiate job offers, and manage other aspects of HR.

Qualifications:

- Bachelor's degree in Business Administration, or specific HR management degree.
 - Minimum 7 years of HR and/or recruiting experience.
 - Excellent interpersonal and communications skills.
 - Strong judgement abilities to determine proper fit within the firm.
 - Experience working for a large multinational corporation a plus.
 - Ability to build a recruitment, compensation and salary strategy and execute.
 - Must be self-motivated and enthusiastic regarding the challenges of a dynamic environment.
 - Make hiring recommendations to any hiring manager.
 - Effective negotiation skills
 - Familiarity with recruiting agencies as well and recruitment sites.
 - Good understanding of local employment laws.
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Position: PROCUREMENT MANAGER

Organization: Global Growth Organization

Location: Accra, Ghana

Reports to: Global Director of Business Operations

Global Eden Corp is incorporated and headquartered in Dallas, Texas. It seeks to provide relief to shortages in Food, Energy, and Housing, while providing a path for both developed and developing countries to address climate pressing concerns such as greenhouse gas emission, air, and water pollutions. The company operates in the following business segments: (1) Agribusiness, (2) Renewable Energy, and (3) Real Estate & Infrastructure Developments.

The company is looking for an experienced and innovative **Procurement Manager** to lead our procurement team. You will spearhead the purchasing process from finding cost-effective deals and selecting suppliers to ensuring stock optimization, as well as providing guidance on country wide sourcing and procurement.

The **Procurement Manager** will be a supply chain and logistics expert who will specialize in implementing cost-effective purchases of all goods and services, as required by the company. Some of key priorities of this role will include but not limited to ensuring quality control and adhering to the company's policies and procedures on supply chain management.

Responsibilities:

Developing procurement strategies that are inventive and cost-effective.

Sourcing and engaging reliable suppliers and vendors.

Negotiating with suppliers and vendors to secure advantageous terms.

Reviewing existing contracts with suppliers and vendors to ensure on-going feasibility.

Building and maintaining long-term relationships with vendors and suppliers.

Approving purchase orders and organizing and confirming delivery of goods and services.

Performing risk assessments on potential contracts and agreements.

Controlling the procurement budget and promoting a culture of long-term saving on procurement costs.

Overseeing and managing the systems that track shipments, inventory, and the supply of goods.

Preparing procurement reports.

Requirements:

Bachelor's degree in supply chain management, logistics, or business administration.

Minimum 7 – 10 years proven experience managing supply chain operations.

Experience using supply chain management software and tools, including Oracle and SAP.

In-depth knowledge of preparing and reviewing contracts, invoicing, and negotiation terms.

Proficient in Microsoft Office Suite (Word, Excel, Outlook, and Access).

Management and leadership skills.

Multi-tasking and time-management skills, with the ability to prioritize tasks.

Highly organized and detail oriented.

Excellent analytical and problem-solving skills.

Position: COUNTRY MANAGER
Organization: Global Growth Organization
Location: Accra, Ghana
Reports to: Director of Business Operations

Global Eden Corp is incorporated and headquartered in Dallas, Texas. It seeks to provide relief to shortages in Food, Energy, and Housing, while providing a path for both developed and developing countries to address climate pressing concerns such as greenhouse gas emission, air, and water pollutions. The company operates in the following business segments: (1) Agribusiness, (2) Renewable Energy, and (3) Real Estate & Infrastructure Developments.

We are looking for an adaptable and experienced **Country Manager** with a proven business record as we seek to establish our presence and expand in Ghana. In this role, you will be responsible for the successful expansion of our operations in Ghana overseeing all aspects of the business. To succeed in this position, you need to be trustworthy, highly driven, have a passion for learning and networking, and a desire to build a business from the ground up.

Duties and Responsibilities

- Represent Global Eden Corp in Ghana
- Manage all business operations in Ghana, including recruitment and talent building, managing budgets and planning, and submitting reports.
- Negotiate with local vendors and service providers for goods and services needed by our businesses operating in Ghana
- Collaborate with local businesses to acquire all necessary resources and services critical to the operation of our businesses in Ghana
- Synthesize monthly, quarterly, and annual reports on progress and development of local strategic initiatives
- Network effectively with local clients and develop strong professional relationships
- Conduct local market research to help guide strategic business decisions
- Facilitate the development of marketing and production teams with local expertise
- Collaborate with business segment leaders on new product roll outs
- Be the champion for organizational culture development in Ghana
- Mentor direct reports, especially regarding our values and vision
- Adapt the business model to be culturally relevant without losing its identity
- Guide our business leaders to ensure all our business practices adhere 100% to the local laws and regulations

- Work to ensure deadlines are met and budgets are maintained
- Contribute to the overall global success of our company

Requirements and Qualifications

- Master's degree, MBA or other relevant fields, strongly preferred
 - 10 years or more experience in management in an international business setting
 - Significant experience in finance and marketing fields strongly preferred
 - Exceptionally well organized and success-driven
 - Ability to thrive in high-pressure situations
 - Outstanding negotiating skills
 - Analytical thinker with superior problem-solving skills
 - Solid history of data-driven strategic development
 - Decisive and committed
 - A leader who inspires and motivates those around them
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Position: PROJECT COORDINATOR
Organization: Global Growth Organization
Location: Accra, Ghana
Reports to: Senior Project Manager (SPM)

Global Eden Corp is incorporated and headquartered in Dallas, Texas. It seeks to provide relief to shortages in Food, Energy, and Housing, while providing a path for both developed and developing countries to address climate pressing concerns such as greenhouse gas emission, air, and water pollutions. The company operates in the following business segments: (1) Agribusiness, (2) Renewable Energy, and (3) Real Estate & Infrastructure Developments.

The company is looking for a self-motivated and responsible **Project Coordinator** to administer and organize all types of projects, from simple activities to more complex plans while remaining aligned with the strategy, commitments, and goals of the company as it pertains to the Ghana solar greenhouse farm project. The Ghana solar greenhouse farm project is an integration of greenhouses covering an area of more than 300 acres and powered by an 8 - 10MWh off grid Agri voltaic solar power station and a state-of-the art distribution facility.

The Project Coordinator will be working closely with our Senior and Junior Project Managers to prepare comprehensive action plans, including resources, timeframes and budgets for several projects that will be running simultaneously. He/she will perform various coordinating tasks, like schedule and risk management, along with administrative duties, like maintaining project documentation and handling financial queries. To succeed in this role, you should have excellent time management and communication skills, as you'll collaborate with internal and external clients to deliver results on deadlines.

Ultimately, the Project Coordinator's duties are to ensure that all projects are completed on time, within budget and meet high quality standards.

Essential Duties and Responsibilities

- Coordinate project management activities, resources, equipment, and information
- Break projects into doable actions and set timeframes
- Liaise with internal and external clients to identify and define requirements, scope, and objectives

- Assign tasks to internal teams and assist with schedule management
- Make sure that clients' needs are met as projects evolve
- Help prepare budgets
- Analyze risks and opportunities
- Assist in overseeing project procurement management
- Monitor project progress and handle any issues that arise
- Act as the point of contact and communicate project status to all participants
- Work with the Senior and Junior Project Managers to eliminate blockers
- Use tools to monitor working hours, plans and expenditures
- Ensure the project is in full compliance with the government of Ghana
- Secure all licenses and permits
- Issue all appropriate legal paperwork (e.g., contracts and terms of agreement)
- Create and maintain comprehensive project documentation, plans and reports
- Ensure standards and requirements are met through conducting quality assurance tests

Qualifications: Requirements and skills

- BSc in Business Administration or related field
 - PMP certification is a plus
 - 15 years or more of Proven work experience as a Project Coordinator or similar role
 - Experience in project management, from conception to delivery
 - An ability to prepare and interpret flowcharts, schedules, and step-by-step action plans
 - Solid organizational skills, including multitasking and time-management
 - Strong client-facing and teamwork skills
 - Familiarity with risk management and quality assurance control
 - Strong working knowledge of Microsoft Project and Microsoft Planner
 - Hands-on experience with project management tools (e.g. Basecamp or Trello)
-