



## Project Management Officer

TenneT is growing fast to realize its strategic ambitions. We play a leading role in driving the energy transition. We are looking for a passionate Project Management Officer at our location Arnhem who will contribute to this and that might be you?

### Your contribution to TenneT

We are looking for a motivated, structured, and self-propelling Project Management Officer to join our team. As part of the central Portfolio Management Team you will play a key role in supporting the coordination and facilitation of our portfolio planning events, managing schedules, and ensuring the successful execution of the portfolio management process (PMP) within TenneT NL. The role requires someone who is flexible, pro-active, goal-oriented, and capable of organizing and maintaining oversight of multiple activities.

#### Key Responsibilities:

- **Portfolio Planning Event Coordination:**
  - Plan, schedule, and coordinate the TenneT wide PMP cycles throughout the year.
  - Organize team preparation for future cycles and meetings.
  - Own detailed scheduling and facilitation, including report out preparation, feedback loops and cross- TenneT portfolio alignment sessions.
  - Track portfolio and synchronization cadences during and in between cycles.
  - Communicate reminders on key deliverables and/or critical path topics.
- **Continuous Improvement:**
  - Identify opportunities for process improvements, proposing enhancements to processes, tools, data, reports/dashboards and training.
- **Documentation & Repository Management:**
  - Create and maintain a repository of key documents, such as PMP memos, initiative charters, and checks.
- **Onboarding Coordination:**
  - Organize onboarding sessions for new colleagues across all value streams.

### Your profile and background

- MBO+/HBO level education and equivalent experience.
- Flexibility and adaptability to work in a fast-paced environment.
- Strong goal-oriented mindset with excellent organizational skills.
- Proven ability to coordinate, plan, and manage multiple events and initiatives simultaneously.
- Adequate understanding of portfolio management processes. Scaled Agile Framework (SAFe) and/or Prince2 understanding appreciated.

### Additional information

- The weekly working time is 40 hours
- Type of contract is indefinite
- Job interviews for this position will be (partly) in English. Please send us your application document in English as well

### Our offer



We are family friendly and flexible



Health - your basis



Modern working environment



Attractive remuneration and social benefits



Personal development

### Our recruiting process

In our online-application-form you can apply within only some minutes as long as this job is posted. Afterwards we screen your application and get back to you as soon as possible.

For further questions regarding the recruiting process please contact:

Daisy Zandi Zand  
People | Talent Acquisition  
daisy.zandizand-cusell@tennet.eu

For questions relating to the position:

Oscar Kemper  
Lead Business Technology  
oscar.kemper@tennet.eu

- Attention to detail and strong communication skills.

If you are a proactive, organized individual with a passion for portfolio management and continuous improvement, we invite you to apply for this exciting opportunity!

## **This will be our challenge**

BTO will drive security of supply, energy transition, organizational and financial health through digital, data and analytics. BTO will secure solid foundations through seamless end-user services (UX), industry-leading cybersecurity setup and resilient data centers and cloud infrastructure. BTO will have consistent business/BTO alignment, strategic partnerships with vendors and clear standards on architecture, vendor & portfolio management and security. BTO will unlock value of data and digital by building all the necessary enablers (incl. data platform, data governance processes, capabilities) and embedding innovation initiatives into business roadmaps.

## **AI and more about TenneT**

Since we use AI as part of our recruiting process, we would like to create transparency and clarity at this point. The AI serves exclusively as a supporting and recommending tool to make our processes even faster and more efficient. At no time are automated decisions made.

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TenneT is a leading European grid operator. We are committed to providing a secure and reliable supply of electricity 24 hours a day, 365 days a year, while helping to drive the energy transition in our pursuit of a brighter energy future – more sustainable, reliable and affordable than ever before. In our role as the first cross-border Transmission System Operator (TSO) we design, build, maintain and operate over 25,000 kilometres of high-voltage electricity grid in the Netherlands and large parts of Germany, and facilitate the European energy market through our 17 interconnectors to neighbouring countries. We are one of the largest investors in national and international onshore and offshore electricity grids, with a turnover of EUR 9.2 billion and a total asset value of EUR 45 billion. Every day our 8,300 employees take ownership, show courage and make and maintain connections to ensure that the supply and demand of electricity is balanced for over 43 million people.

## **Lighting the way ahead together**

<https://careers.tennet.eu/careers/JobDetail/86512>