

PR/124182 | Contract Manager

Job Information

Recruiter
JAC Recruitment Indonesia

Job ID
1623448

Industry
Civil Engineering and Construction

Job Type
Permanent Full-time

Location
Indonesia

Salary
Negotiable, based on experience

Refreshed
November 17th, 2026 10:56

General Requirements

Minimum Experience Level
Over 6 years

Career Level
Mid Career

Minimum English Level
Business Level

Minimum Japanese Level
None

Minimum Education Level
Associate Degree/Diploma

Visa Status
No permission to work in Japan required

Job Description

The Contract Manager role plays an important part in handling general contract-related matters within a construction project environment. The position will contribute to the effective implementation of contractual requirements while working closely with relevant project stakeholders.

Responsibilities

- Manage contract administration activities and related documentation
- Review and interpret project contract requirements, terms and obligations
- Apply FIDIC contract principles to support contract management and project execution activities
- Coordinate with relevant parties on general contract-related matters
- Support the proper implementation of contractual requirements
- Provide clear and professional communication on contract-related matters in both written and spoken English

Requirements

- Educational background in Civil Engineering
- Minimum five years of experience in the same position
- Understanding of construction project contract management
- Strong understanding and comprehensive knowledge of FIDIC
- Able to communicate effectively in English, both spoken and written

About the company
A construction and engineering joint venture based in Indonesia, the organisation contributes to the delivery of large-scale wastewater and urban infrastructure projects. Its participating companies bring together domestic and international engineering and construction capabilities.

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Company Description