

**Job Title**

Energy Efficiency Project Officer

Date Posted

25/07/2016

Job Type and Duration

Full-Time Employment Contract from 1 October 2016 – 30 September 2017

Job Location

CARICOM Secretariat, Georgetown, Guyana

Employer

GIZ (Deutsche Gesellschaft für Internationale Zusammenarbeit GmbH), Guyana Office, c/o Caribbean Community Secretariat, Turkeyen, Greater Georgetown, P O Box 10827, Georgetown, Guyana

Salary level

The salary level will be based on qualifications and experience in line with the salary levels used by the CARICOM Secretariat.

Job Description

To support the implementation of CARICOM-GIZ Renewable Energy and Energy Efficiency Technical Assistance (REETA) Programme applications are invited for the following position:

ENERGY EFFICIENCY PROJECT OFFICER

The REETA Energy Efficiency Project Officer will work as a member of a team at the Energy Programme office in the CARICOM Secretariat in Guyana comprising regional and international experts implementing the REETA Programme to support the CARICOM Secretariat's Energy Programme and to implement the Caribbean Sustainable Energy Roadmap and Strategy (C-SERMS).

A key focus in the CARICOM Energy Policy (2013) and the C-SERMS (2015) is energy efficiency. The C-SERMS suggests a preliminary target for a reduction of 33% in the energy intensity in CARICOM Member States by 2027 from 2012 levels.

The primary role and responsibilities of the Energy Efficiency Project Officer will be to assist in the achievement of this goal within the framework of the C-SERMS Platform – a collaborative interaction between the key CARICOM institutions that are responsible for the energy sector. The first priority in the CARICOM Energy Programme, in terms of energy efficiency in different sectors, is energy efficiency in public buildings.

A number of initiatives related to the energy efficiency target are underway. These include: the development of a Regional Energy Efficiency Building Code; Minimum Energy Performance Standards for Buildings; Building Energy Efficiency Projects (BEEPs) based on ISO 50001; development of a regional Energy Efficiency Strategy; development of a curriculum for a Masters' programme in RE and EE at UTECH and other national universities and practical short courses on energy management, energy auditing and monitoring and verification.

In this regard, the Project Officer will -

- **assist** CARICOM Member States and regional institutions in the implementation of various human and institutional capacity strengthening activities related to energy efficiency;
- **support** Member States measures aimed at strengthening their legislative and regulatory frameworks for energy efficiency;
- **provide** support to the implementation of pilot and demonstration sustainable energy installations aimed at increasing energy awareness, as well as, for providing information about the integration of sustainable energy systems to building systems and the grid;
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- **support** the development of energy information and indicators for energy efficiency for reporting and policy/strategy support
- **support** the implementation of various energy awareness strategies;
- **Assist** with the design of various financing instruments to support sustainable energy implementation;
- **apart from these main tasks**, general tasks also include (whenever required) administrative and supportive activities such as, report writing, project documentation, public relations work, liaising with relevant regional policy authorities, governments, sector ministries and relevant international organizations, identification and supervision of local and regional specialists and support staff, preparation and assistance in the implementation of capacity building measures such as workshops, seminars and conferences.

The Energy Efficiency Project Officer will report jointly to the REETA Programme Leader and the Energy Programme Manager of the CARICOM Secretariat.

The objectives of this post are to provide technical and project management support in relation to the implementation of the CARICOM-REETA Programme and the objectives of C-SERMS in the following three main intervention lines, namely, **(i)** regional institutional support, **(ii)** capacity building and **(iii)** private sector cooperation. Activities of the REETA Programme can be defined as follows:

- **Regional institutional support –**
 - **develop** a regional capacity needs assessment for energy and renewable energy;
 - **support** a regional RE resource assessment;
 - **support** the full establishment and operationalization of the C-SERMS Platform;
 - **assist** with C-SERMS strategy development;
 - **institutional strengthening** of the CARICOM Energy Unit
- **Capacity building –**
 - **strengthening** of selected regional institutions active in the field of energy efficiency and renewable energy
 - **capacity building** of local providers of products and services
 - **support** for universities and vocational training institutes in the field of energy efficiency and renewable energy
- **Private sector cooperation –**
 - **promotion** of private sector cooperation (e.g. *via* PPPs)
 - **support** specific projects mainly in the field of EE with regional outreach
 - **documentation** and **exchange** of best practices

Before you proceed to apply, please consider the following requirements -

- Candidates **MUST** be a national of one of CARICOM member countries;
- A minimum of a Bachelor's Degree in Engineering from any of the following disciplines: Electrical, Mechanical, Electrical or Industrial, with at least 5 years of experience in the energy sector or working in a Government Ministry with responsibility for Energy or the Environment or an electric utility planning and development environment;
- Candidates should also possess –
 - **relevant industry experience in developing and implementing sustainable energy projects or policies/plans experience in managing energy-related projects involving multilateral funding agencies or international development agencies;**
 - **sound knowledge of the principles and technologies of renewable energy technologies which are relevant to the Caribbean;**
 - **working knowledge of energy efficiency measures and technologies relevant to the commercial building sector, as well as, the demand side options in the context of the Caribbean;**
 - **proficiency in the use of analytical software for renewable energy and energy efficiency projects – particularly thermal modelling of buildings;**
 - **general computer proficiency in the Microsoft Suite (especially, MS Project, MS PowerPoint);**
 - **strong oral and written communication skills, including advocacy; and**
 - **very good interpersonal skills.**

You will be required to produce evidence of any educational and professional qualifications to support your application if you are selected for an interview. GIZ is an equal opportunity employer and does not discriminate on the basis of race, sex or religion. In order to be considered for this position, you are asked to submit –

- (a) a **cover letter** addressed to the Head of REETA Programme, Mr Glynn Morris, and copied to the Programme Manager for Energy in CARICOM, Dr Devon Gardner, outlining how your experience and qualifications match the profile described; and
- (b) a **Detailed Curriculum Vitae** in English indicating nationality and with the required information and with at least three contactable references.

The deadline for submission of applications is **13 August 2016 at 24:00 hrs EST**.

Applications with cover letter and CV should be forwarded to the Programme Assistant, Mr Nigel Duncan, on nigel.duncan@giz.de