

## **ENERGY COMMUNITY SECRETARIAT PROFESSIONAL POSITION**

### **Vienna, Austria**

The Energy Community Secretariat is one of the institutions set up under the Treaty establishing the Energy Community (the "Treaty"). The Energy Community is an International Organization with its seat in Vienna. The Secretariat has overall monitoring, coordinating and administrative functions in regard with the implementation of the Treaty by the Parties to the Treaty.

Based on the adopted Energy Community Work Program and the Budget for 2019, the Secretariat looks for a professional who is interested in an engagement opportunity at a position of

### **ELECTRICITY MARKET AND RENEWABLES EXPERT**

*(ref.: ecs/electricity/01/2019)*

Interested in an international employment opportunity and committed to the core values of our institution:

*Professionalism – Integrity – Cultural Sensitivity*

Under the overall supervision of the Head of Electricity Unit, the incumbent will perform the following **tasks**:

- Execute adopted Work Program tasks related to the implementation of the relevant Articles of the Treaty establishing the Energy Community in the field of electricity market and renewable energy;
- Monitor and report of the Energy Community Contracting Parties' progress in the implementation of the obligations related to the electricity market and renewable energy stemming from the Treaty establishing the Energy Community;
- Collect, process, analyse and present data in the field of electricity market and renewable energy, relevant for the assigned tasks;
- Assist and facilitate work of the Energy Community bodies in the area of the electricity market and renewable energy development, in particular activities of the Renewable Energy Coordination Group;
- Assist Energy Community Contracting Parties in the development and implementation of legal, regulatory and financial framework that supports competitive deployment of renewable energy sources and their integration into the electricity market;
- Support Energy Community Contracting Parties in development of cross-border cooperation mechanisms in the field of electricity market and renewable energy;
- Promote renewable energy and decarbonisation practices and awareness in the Energy Community Contracting Parties through the organisation of events, such as workshops;
- Develop relevant policy documents, guidelines, recommendations, procedures, reports, work programmes, projects, tender documents, minutes of meetings, news, articles and other documents related to the electricity and renewable energy matters; and
- Perform any other tasks on electricity and renewable energy matters, related to the activities of the Energy Community Secretariat as requested by the Head of Unit and Directors.

The role requires the following **competencies and skills** from the successful candidate:

- University degree in mathematics, economics, engineering or law;
- Relevant energy-related experience in the EU Member States and/or Energy Community Contracting Parties of minimum 5 years;
- Profound knowledge of the electricity market and renewable energy development in line with EU acquis;
- Good understanding of the Clean Energy Package and the electricity market transition and decarbonisation process;
- Ability to provide high-quality and timely deliverables;
- Good analytical and presentation skills;
- Ability to work in an international and dynamic environment;
- Readiness to travel;
- Strong writing and speaking skills in English;
- Ability to facilitate and streamline multi-stakeholders processes;
- Knowledge of Energy Community Contracting Parties' languages is an asset.

## **Employment**

The Electricity Market and Renewables Expert will be offered a contract for three years, with a probation period of 6 months, which may be renewed. The duty station is in Vienna.

Monthly gross salary will be at a level of EUR 6.513,94 that is an all-inclusive, tax exempted package of remuneration. This basic salary is subject to inflationary adjustments on annual basis. The [terms and conditions of employment](#) are based on the provisions of the Agreement between the Republic of Austria and the Energy Community regarding the seat of the Secretariat.

The commencement date of the employment shall be as soon as possible in 2019, latest on **September 1, 2019**.

## **Selection procedure and next steps**

According to Article 69 of the Treaty, the Director selects and appoints the staff of the Secretariat.

The Director will be supported in the selection procedure by a Selection Committee established in accordance with item III.15. of the *Rules for Recruitment, Working Conditions and Geographical equilibrium of the Secretariat's staff of the Energy Community*. The Selection Committee will agree on the shortlist of candidates meeting best the selection criteria as referred to in this vacancy notice.

Shortlisted candidates will be invited for an interview to take place in Vienna at the premises of the Secretariat, at an estimated date of **7 May 2019 (TBC)**.

## **Applications and deadline**

For applications to be valid, candidates must submit their application using on-line recruitment form for the position. CV's and motivation letters must be attached. The form is available here: [https://www.energy-community.org/aboutus/jobs/vacancies/form\\_01\\_EL.html](https://www.energy-community.org/aboutus/jobs/vacancies/form_01_EL.html).

Applications have to be sent by **Tuesday, 23 April 2019, 5pm CET** (submission date of recruitment form) at the latest.

Applications received after the deadline will not be accepted.

Only shortlisted candidates will be contacted.

### **Data Protection**

Please note that your personal data will be stored and processed by the Secretariat in line with and for the period required by the purpose of the recruitment procedure.

For this particular position, a reserve list may be established. The reserve list shall include short-listed candidates and shall be valid no longer than 12 months. The recruitment procedure is deemed to be finalised once the reserve list expires.

The Energy Community Secretariat is committed to protect the right to privacy and has implemented measures to ensure data protection. If you want to learn more or have concerns, please send an email to [data-protection@energy-community.org](mailto:data-protection@energy-community.org).

Should you encounter difficulties in submitting your application, please, contact [recruitment@energy-community.org](mailto:recruitment@energy-community.org).