

## **ENERGY COMMUNITY SECRETARIAT PROFESSIONAL POSITION Vienna, Austria**

The Energy Community Secretariat is one of the institutions established 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 enforcement functions in regard with the implementation of the Treaty.

The Energy Community has recently concluded a project financing agreement with European Commission (DG for Neighborhood and Enlargement Negotiations) for the implementation of the Component 3 [Legislative and Regulatory Environment and Key Energy Infrastructure] of EU4Energy Programme. This programme is based on the long running INOGATE Programme.

The overall objective of the project is to improve the legislative and regulatory environment for the energy sector in the participating countries in line with the EU obligations and best practice. The participating countries are Armenia, Azerbaijan, Belarus as well Georgia, Moldova and Ukraine (the later three having a status of Contracting Parties within the scope of the Energy Community Treaty).

To pursue the implementation of the project, Energy Community is looking professionals to fill in the following vacant posts:

### **Gas Expert – Eastern Partnership Unit**

*(ref. ECS/01/EP/2018)*

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

*Professionalism – Integrity – Cultural Sensitivity*

Under the direct supervision of the Head of Unit/Deputy Head of Unit, the Gas Expert shall be responsible for the following scope of activities within the implementation of the EU4ENERGY project ("the project"):

- Contribute to the design of the project, countries specific work programs and reports;
- Assist partner countries, in particular in the preparation and adoption of relevant primary and secondary legislation in the field of gas in cooperation with Head of Gas Unit of the Secretariat;
- Coordinate activities of the consultants in the gas sector under the Project.
- Assist in identification/development of key energy infrastructure strategic projects in the Eastern Partnership Countries;
- Advise in transferring European best practices in implementation and contribute to the integration of partner countries' gas markets with the European gas market where applicable;
- Provide expertise on gas market related issues;

- Promote work of the Secretariat and the Project in the relevant field at conferences, workshops and meetings;
- Draft information for regular updates of the Energy Community webpage;
- Performance of any other tasks as requested by the Head of Unit/Deputy Head of Unit or the Directors.

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

▪ **Education:**

- University degree in a field relevant for the post (engineering, law, economics, or similar academic area);

▪ **Work Experience:**

- At least 5 years of relevant professional experience in the field of gas sector
- Experience with the implementation of the relevant EU gas acquis;
- Knowledge of the energy legislative and regulatory framework on European level;
- Knowledge of the energy sectors, energy legislation and regulation;
- Understanding of political and economic issues in participating countries.

▪ **Languages:**

- Excellent command of English;
- Knowledge of a Russian will be considered an asset;

▪ **Other skills:**

- Excellent communication, organizational and interpersonal skills;
- Capacity to work under pressure and meet deadlines in demanding condition;
- High degree of tact, diplomacy and confidentiality;
- Ability to work as part of a team;
- IT systems affinity;

## **Eligibility**

Citizenship of a Party to the Treaty (Albania, Bosnia and Herzegovina, Georgia, Kosovo\*, former Yugoslav Republic of Macedonia, Moldova, Montenegro, Serbia, Ukraine or the European Union) is a prerequisite.

## **Employment**

The selected candidate will be offered a contract for the duration of the project, with a probation period of 6 months. The duty station is in Vienna.

Remuneration will follow the human resources budget of the project. 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.

Start of the employment as soon as possible in 2018, preferably in April 2018.

### **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 in the first half of March 2018.

### **Application 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\\_EP.html](https://www.energy-community.org/aboutus/jobs/vacancies/form_01_EP.html).

Applications have to be sent by **26 February 2018, 17:00 CET** (submission date of recruitment form) at the latest.

Applications received after the deadline will not be accepted.

Only shortlisted candidates will be contacted.