ADMINISTRATOR (GRADE A2/A3) IN THE ENERGY CONSERVATION AND EFFICIENCY DIVISION, COMBINED ENERGY STAFF

Closing date for applications: 8 May 1992

Duties:

1. Under the guidance of the Head of Energy Conservation and Efficiency Division, participate in:
   - A variety of analyses of national energy conservation policies, potential and programmes and renewable energy in the framework of the IEA Long-Term Co-operation Programme.
   - In-depth studies of issues and economics of energy efficiency and renewable energy.
- The review of the energy efficiency and renewable energy policies and programmes in IEA Member countries.
- The provision of assistance to Member countries in carrying out their energy efficiency and renewable energy programmes.
- The work of the IEA Conservation Sub-Group, as appropriate, and prepare, on the basis of the results of this work, recommendations for approval by the Standing Group on Long-Term Co-operation.

2. Under the guidance of the Head of Country Studies Division, act as desk officer for two Member countries of the IEA and undertake, with rapporteurs from Member countries, the regular reviews of their energy policies and programmes.

3. Establish and maintain professional contacts with other divisions of the IEA, Delegations and knowledgeable individuals and organisations in the field of energy conservation.

Principal qualifications:

1. University degree in a relevant discipline.

2. Overall energy policy experience preferably with a national administration.

3. Knowledge of and experience in policy analyses relating to energy efficiency including resource recycling and knowledge of the environmental implications of energy efficiency both in and outside the OECD region.

4. Knowledge of and experience in policy analyses relating to renewable energy both in and outside of the OECD region.

5. Very good knowledge of, and very good drafting ability in, one of the official languages of the Organisation (English and French) and good knowledge of the other official language.