



**Position:** Local Project Officer – Sustainable Energy Access, Central Java

**Nature of work:** Full-time, 40 hrs./week, 2-year contract

**Duty station:** Semarang, Central Java (hybrid working mode, with some travel within the province)

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### **About IESR**

Institute for Essential Services Reform (IESR) is a think-tank in the field of energy and environment. The institute has been instrumental in driving narrative and policy changes for energy transition, covering broad sectors of the issues from power, energy access, green economy, to sustainable mobility. IESR encourages transformation into a low carbon energy system by advocating a public policy that rests on data-driven and scientific studies, conducting capacity development assistance, and establishing strategic partnerships with non-governmental actors.

IESR is seeking an experienced and dynamic individual to work as part of IESR team in Central Java, Indonesia.

### **About the Position**

Local Project Officer – Sustainable Energy Access will be responsible for coordinating and executing tasks under IESR's cooperation agreement with the Provincial Government of Central Java, act as point of contact for IESR management in Jakarta and facilitate communications with stakeholders in Central Java. S/he will contribute to developing detailed plans for tasks implementation, manage day-to-day implementation of projects, and communicate regularly with a wide range of stakeholders.

S/he will work under Program Manager – Sustainable Energy Access and will be stationed at Energy and Mineral Resources Department, Central Java Provincial Government.

### **Key roles and responsibilities**

- Daily project management: the PO will carry out daily tasks of projects implementation, including organizing stakeholder workshops, writing reports, collecting data, and performing periodical travels.
- Daily communication and learning tasks: the PO will ensure regular communication between IESR office in Jakarta with local governments at different levels, universities, business and commercials, local project partners, CSOs, news media, and other IESR's partners. S/he will also assist Program Manager – Sustainable Energy Access to develop a strategy for gathering learnings from the program.
- Contribution to other work themes when necessary.

## **Requirements**

### ***Background***

- Holds a minimum bachelor's degree from reputable universities majoring in energy- or engineering-related disciplines (such as industrial engineering, environmental science/engineering, energy engineering, other relevant engineering major), or natural science and public policy that covers energy curriculum.
- Having an advanced degree (master's or PhD) is an advantage.

### ***Work experience***

- A minimum of 2 years' working experience, particularly in the energy and energy access issues, power/electricity, and renewable energy (policy, research, project development etc.)
- Experience in client-facing situations or stakeholder engagement.
- Demonstrable experience in project management including planning and organization of stakeholder workshops, meeting, etc.
- Experience of working in community development and with communities at grass-root level is an advantage.
- Those who already reside in Semarang or other locations in Central Java are preferred (IESR will not cover relocation costs).

### ***Competencies***

- Proficient in English, at least written.
- Excellence in using MS Office software.
- Basic public policy analysis skill is an advantage.

### **Duration**

24 months and can be extended, with 3-months' probation period.

### **Salary**

Salary and benefits are competitive and will be commensurate with candidate's qualification and experiences.

### **How to apply**

- Candidate to download application form from IESR website.
- Send the completed application form, together with a cover letter and latest resume addressing the selection criteria to [hrd@iesr.or.id](mailto:hrd@iesr.or.id) by the latest 25 September 2023 with email subject: Local PO SEA – [Your Name].
- Due to high volume of applications, we apologize that only qualified candidate will be notified and called for interview.
- The process is on a rolling basis, when a suitable candidate is found – we will close the recruitment process.