

Vacancy

Position: Local Consultant

Project: Sustainable Energy Transition in Indonesia (SETI), 1 position

Nature of work: Full-time, 40 hrs./week, 1-year contract (with possibility for renewal)

Duty station: Surabaya

About IESR and the SETI Project

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 the transformation into a low-carbon energy system by advocating for public policies grounded in data-driven and scientific studies, providing capacity development assistance, and establishing strategic partnerships with non-governmental actors.

The Sustainable Energy Transition in Indonesia (SETI) project focuses on decarbonising the industrial and built environment sector by harnessing renewable energy and energy conservation. Currently, a consortium consisting of GIZ, IESR, WRI, and Yayasan Indonesia CERAH is implementing the project in Kota Surabaya.

IESR is seeking an experienced and dynamic individual to work as consultant for IESR in the SETI project.

About the Position

The Local Consultant will be responsible for coordinating and executing tasks according to IESR's agenda and cooperation agreement with the SETI Consortium and partners in Kota Surabaya. S/he will serve as the primary contact for IESR's work and facilitate communication with stakeholders in Kota Surabaya. The person will develop detailed plans for task implementations with the main team, which is located in Jakarta, then manage and execute the plan and other daily project activities to the best standard. S/he will make sure all administrative documents are correct and maintain regular communication with a broad range of stakeholders in the city. S/he will work under the Project Manager – SETI.

Key roles and responsibilities

- Daily project management: the Local Consultant will carry out daily tasks of the project implementation in Kota Surabaya, including but not limited to planning and executing capacity development activities, answering queries from stakeholders, collecting data, filling in and gathering administrative documents, and travelling to sites (35%).

- Daily communication and learning tasks: the Local Consultant will ensure regular communication between the IESR office with Kota Surabaya and Provinsi Jawa Timur's governments, universities, businesses and commercials, local project partners, Civil Society Organisations (CSO), news media, and other IESR's partners. S/he will also assist the Project Manager – SETI to gather data for monitoring, evaluation, and learning (MEL) from the project (35%).
- Conduct desk study and analysis, including writing paper or reports (20%).
- Contribution to other work themes when necessary (maximum 10%).

Requirements

Background

- Holds a minimum bachelor's degree with from reputable universities, majoring in architecture, urban planning, engineering (civil, physics, electrical, environmental, energy, or other relevant engineering major), economics, natural sciences, communications, or public policy. An advanced degree is preferred.
- Good understanding of energy and environment issues. A deep understanding of energy policy is valuable.

Work experience

- A minimum of 2 years' working experience, particularly in government and multi-stakeholder engagements, with knowledge of energy transition in the built environment sector, is preferred.
- Experience in client-facing situations or stakeholder engagement.
- Demonstrable experience in project management, including planning and organisation of stakeholder workshops, meetings, etc.
- Experience of working in community development and with communities at the grassroots level is an advantage.

Competencies

- Proficient in English.
- Proficient in using MS Office software.
- Understand project management.
- Excellent analytical skills and critical thinking.
- Good public speaking skills and confident to meet with people.
- Good public policy analysis skills.
- Ability to work under tight deadlines.

Duration

Twelve months (can be extended). We expect the individual will be on board in October or November 2025. The candidate will face a 3-month probation period.

Salary

Salary and benefits are competitive and will be commensurate with the candidate's qualifications and experience.

How to apply

- Candidate to download the application form from the IESR website.
- Send the completed application form, together with a cover letter and your latest resume addressing the selection criteria, with proof of your education and experiences to hrd@iesr.or.id by **October 30, 2025** with email subject: IESR - Application Local Consultant SETI [Your Name].
- We will not process incomplete applications.
- Due to the high volume of applications, we apologize that only qualified candidates will be notified and called for an interview.
- The process is on a rolling basis; when a suitable candidate is found, we will close the recruitment process.

End