



## MINISTRY OF INFRASTRUCTURE AND METEOROLOGICAL SERVICES

### DEPARTMENT OF ENERGY

**JOB DESCRIPTION:**                    **Technical Officer II (REDP)**

#### **CORPORATE INFORMATION**

1. **Position Level:** Salary Band F
2. **Salary Range:** \$22,528.74 - \$28,883.00
3. **Duty Station:** Nasilivata House, Samabula.
4. **Reporting Responsibilities:**
  - a) **Reports To:** Principal Scientific Officer, Senior Scientific Officers, Scientific Officer
  - b) **Liaises with:** All Technical Officer II
  - c) **Subordinates:** Nil

#### **POSITION PURPOSE**

The Technical Officer II (REDP) is responsible for research, monitoring, design and implementation of renewable energy projects for off-grid and on-grid applications.

#### **KEY RESPONSIBILITIES/KEY RESULTS AREA (KRA)**

The position will achieve its purpose through the following key duties:

1. Carry out survey on potential renewable energy sources for on-grid and off-grid applications.
2. Undertake monitoring and data analysis using relevant software to confirm the viability of the project and provide status report to management.
3. Research on emerging renewable energy technologies and designs for our local applications and use.
4. Design renewable energy project and propose budget for implementation.
5. Liaise with donor agencies and submit project proposal for funding.
6. Provide timely advice to management on the renewable energy projects update.

#### **KEY PERFORMANCE INDICATORS**

Performance will be measured through the following indicators:

1. Number of Renewable Energy Projects developed.
2. Number of Energy projects monitored.
3. Number of successful project program.
4. Number of reports/publications made on renewable energy resource potential around Fiji.
5. Number of documents prepared for REDP related procurement.
6. Number of research reports submitted on technological innovations relating to utilization of various renewable energy resources and its suitability to local situations.

#### **PERSON SPECIFICATION**

Possess a relevant Degree in the field of Engineering/Renewable Energy or equivalent from a recognized institution.

### **Knowledge and Experience**

The incumbent should possess the following:

1. Experience in scientific/engineering research
2. Experience in project development preferably in the renewable energy field
3. Experience and knowledge in Renewable Energy technologies
4. Experience in public relation and marketing
5. Experience in computer aided design for renewable energy systems

### **Skills and Abilities**

1. Problem solving and analytical skills
2. Computer-aided design software skills
3. Excellent attention to detail
4. Good communication and negotiation skills
5. Manage projects, budgets and deadlines
6. Work as part of a team and independently on your own
7. Understand and explain complex and technical data.

### **Personal Character and Eligibility**

Applicants for employment in the Ministry of Infrastructure and Meteorological Services must be Fijian Citizens, under Age 55, in sound health, with a clear police record. The successful applicant will be required to provide a medical certificate and police clearance as a condition of employment.

The Ministry of Infrastructure and Meteorological Services is an Equal Employment Opportunity Employer. Applicants are encouraged from all eligible, qualified applicants. Only the specific knowledge, experience, skills and abilities required for the job will be considered in assessing the relative suitability