



Job Advertisement – ASEAN Centre for Energy

ENERGY STATISTICIAN

Established on 1 January 1999, the ASEAN Centre for Energy (ACE) is an intergovernmental organisation that independently represents the 10 ASEAN Member States' (AMS) interests in the energy sector. The Centre serves as a catalyst for the economic growth and integration of the ASEAN region by initiating and facilitating multilateral collaborations as well as joint and collective activities on energy. It is guided by a Governing Council composed of Senior Officials on Energy from each AMS and a representative from the ASEAN Secretariat as an *ex-officio* member. Hosted by the Ministry of Energy and Mineral Resources of Indonesia, ACE office is located in Jakarta.

Part of the efforts to fulfil its function as a regional centre of excellence that builds a coherent, coordinated, focused and robust energy policy agenda and strategy for ASEAN, the Policy Research and Analytics (PRA) Programme of the ACE is conducting joint studies, policy dialogues and capacity buildings for ASEAN Member States to support the implementation of the ASEAN Plan of Action for Energy Cooperation (APAEC) 2016-2025.

ACE would like to invite ASEAN nationals ONLY to apply for the position of Energy Statisticians for ACE.

POSITION IDENTIFICATION

Job Title : Energy Statistician
Level : Technical Officer
Department : Policy Research and Analytics (PRA) Programme
Reporting To : Manager of Policy Research and Analytics

PRIMARY FUNCTION

ACE Energy Statistician shall assist the Manager for Policy Research and Analytics (PRA) Programme in handling all data related work for the ACE Programmes, in light of the priorities of the ASEAN Ministers on Energy Meeting (AMEM)/Senior Officials Meeting on Energy (SOME) under the framework of the ASEAN Plan of Action for Energy Cooperation (APAEC) 2016-2025, and its seven Programme Areas: 1) ASEAN Power Grid; 2) Trans-ASEAN Gas Pipeline; 3) Coal and Clean Coal Technology; 4)



Energy Efficiency and Conservation; 5) Renewable Energy; 6) Regional Energy Policy and Planning; and 7) Civilian Nuclear Energy.

The ACE Energy Statistician will perform the following core activities:

- Manage the web-based computerised databases, the ASEAN Energy Database System (AEDS) <http://aeds.aseanenergy.org>.
- Compile, verify and disseminate information on all aspects of energy, including production, transformation and consumption of all fossil fuels and renewables; energy efficiency indicators; CO₂ emissions; and energy prices and taxes.
- Responsible for receiving, reviewing and inputting data submissions from National Focal Points on Energy Statistics from all ASEAN Member States (AMS) and other sources. Check for completeness, correct calculations, internal consistency, accuracy and consistency with definitions. Often this entails proactively investigating and helping to resolve anomalies in collaboration with National Focal Points on Energy Statistics.
- In-charge for ACE energy statistics publications.
- Support the development of ASEAN Energy Outlook, including related work on data and energy/power system modelling.
- Support the broader activities of the ACE through analytical contribution, analytical articles for website and briefs on all aspect of energy trend scenarios.
- Collaborate with other Departments in ACE and represent ACE in official meetings and also various national, regional, and international events on energy.
- Build the partnerships and collaboration with various international institutions working on energy statistics such as Asia Pacific Energy Research Centre (APERC), International Energy Agency (IEA), International Renewable Energy Agency (IRENA), etc.

QUALIFICATION REQUIREMENTS

Technical skills:

- A university degree in a topic relevant to statistics, energy, economic or computer programming.
- Experience in the basic use of databases and computer software.

Other skills:

- Ability to work accurately, pay attention to detail and meet deadlines, as well as organise work efficiently and deal simultaneously with a wide variety of tasks.
- Excellent interpersonal attribute including: sensitivity, sound and strong organisational and leadership capability, able to work effectively and efficiently in a multicultural environment, including in liaising with contacts in National Focal Points on Energy Statistics and other relevant institutions.



- Promote open reporting culture, that is transparent, compliant and having integrity.

Language proficiency:

- Excellent written and spoken English.

The successful candidate will be stationed in Jakarta, Indonesia, and will be offered a 3-year contract, with a probationary period of 3 (three) months. The contract may be extended by the Executive Director depending on the performance and continuation of projects.

The salary shall be commensurate with the educational qualification and experience of the candidate. All other applicable benefits shall be subject to the ACE consolidated rules and regulation.

Send your cover letter to hr@aseanenergy.org by **31 August 2018** the latest, highlighting your suitability and potential contribution to the position together with **(1) a detailed CV using ACE official application form, and (2) authentic copies of educational certificates obtained**. Incomplete applications will not be considered and only shortlisted candidates will be notified.

Please indicate on the subject heading: **Application for Energy Statistician**