



# HUMAN RESOURCE MANAGEMENT DIRECTORATE

Church Folly, Grand Turk, Turks & Caicos Islands. Ph: 649-946-2801, Fax: 649-946-1582

## GOVERNMENT VACANCY

**JOB TITLE:** Energy Analyst  
**DEPARTMENT:** Energy & Utilities  
**MINISTRY:** Public Safety & Utilities  
**LOCATION:** Grand Turk

### **JOB SUMMARY:**

Provide research and analytical support to the Energy and Utilities Department by collecting data for conducting effective analysis of conventional and non-conventional energy generation and energy use in the TCI. To provide direct monitoring of the operations and performance of petroleum service companies to ensure appropriate conduct and conformity to safety standards and the protection of the environment. To promote, lead implement and monitor the success of the Government's energy policy. The position requires sound analytical ability and experience to structure energy/economic scenarios into quantifiable analyses and derive insights from the model results to inform policy.

### **KEY DUTIES AND RESPONSIBILITIES:**

#### **Electricity:**

- 1) Energy
  - a) Conduct economic and market analysis and appraisal of conventional energy, renewable energy and energy efficiency projects
  - b) Identify, gather and analyze the best data available from the electricity, transportation, petroleum, water all other sectors of the economy for policy analysis and planning.
  - c) Devise a strategy for realizing the national energy policy objectives.
  - d) Design and implement programmes to promote and provide for the increased uptake of viable renewable energy projects.

#### **Petroleum Sector**

- a) Review and analyse TCI energy use and benchmarking data and manage and coordinate information including energy monitoring for assessment to improve consumption patterns as well as to conduct cost benefit analysis of proposed measures.
- b) Research and source external funding for sustainable energy projects and programmes projects





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- 2) Energy Efficiency
  - a) Quantifies energy consumption to establish baselines for energy use and need by sector
  - b) Design and implement programmes to promote energy efficiency and energy conservation projects and initiatives.
  - c) Conduct energy audits and energy analysis of buildings and processes and make recommendations for energy cost savings.
  - d) Educate and sensitize customers on energy efficiency and related topics regarding appliance and equipment selection and use.
  - e) Inspects or evaluates building envelopes, mechanical systems, electrical systems, or process systems to determine the efficiency of energy consumption and overall use.
  
- 3) Petroleum Sector
  - a) Provide advice for the issuing of licences for the importation of petroleum products
  - b) Allocate available supplies of petroleum in times of shortage
  - c) Inspect buildings and petroleum storage and handling facilities to ensure compliance to safety standards
  - d) Liaise with the fire and police departments to enforce adherence and regulatory compliance
    - Adheres to all Public Service codes, rules and regulations
    - Performs any other duty that may be assigned by the Energy and Utilities Commissioner.

## **Qualifications:**

- This job requires an undergraduate degree or equivalent in Engineering, Economics, Environmental or Climate Change-related studies in Public Policy. Strong analytical, problem-solving and decision making capabilities with an attention to detail is required. Master's Degree in related fields will be highly considered.

Additional requirements include:

- Financial and economic analysis training
- Certified Energy Manager Certification will be highly regarded
- Experience in a similar position within an energy or regulatory organization would be highly regarded

## **Experience:**

- This position requires at least 5 years post qualification experience in an energy





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related field to acquire the necessary competencies to respond effectively to the challenges of the functions.

- Experience in a similar position within an energy or regulatory organization would be highly regarded

## **COMPENSATION:**

SALARY: Grade 8.1 \$64,985.00 per annum plus allowances

## **APPLICATION PROCEDURE:**

All applications must be submitted through the E-Jobs Portal <https://careers.gov.tc> Resumes with current contact information must be accompanied by a Cover Letter and two letters of reference (one preferably from a former employer) as well as copies of educational certificates and a copy of the Passport photo page. Shortlisted candidates must submit a Police Certificate.

**Current serving officers must apply through their Head of Department.**

**Applications without all supporting documents will not be processed.**

**“We thank all applicants for their interest, however, only persons selected for an interview will be contacted”.**

