

VACANCY ANNOUNCEMENT

As a federal enterprise, the **Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH** supports the German Government in achieving its objectives in the field of international cooperation for sustainable development. On behalf of the German Government, GIZ currently provides advisory services to the Government of Viet Nam in three priority areas: Vocational training, Environmental policy and sustainable use of natural resources, and Energy. For further information, please visit www.giz.de/viet-nam.

The GIZ Energy Support Programme is working to support the development of the energy sector in Viet Nam. The current technological focus is on solar power, wind power, bioenergy, smart grid, energy access and energy efficiency.

The Project Development Programme (PDP) is implemented by the GIZ within the scope of the German Energy Solutions Initiative and commissioned by the German Federal Ministry for Economic Affairs and Energy (BMWi). Since 2007, PDP has been supporting the energy transition in the partner countries through concrete project development and project initiation in the field of renewable energies. Support has been provided to small and medium-sized German enterprises (SMEs) in the fields of renewable energies, energy efficiency, smart grids and storage technologies as they seek to position themselves on international markets. In cooperation with other GIZ projects and local German Chambers of Commerce abroad (the AHKs), PDP develops solutions for market development, to establish partnerships between German and local companies, and promote climate friendly energy solutions. PDP is active in the following target regions: West Africa, South and East Africa, the Middle East, South Asia and South-East Asia.

The Project Development Programme (PDP) is looking for a qualified local professional for the position of:

Project Officer

Duty station: Ho Chi Minh City, Vietnam

Duration: Starting ASAP until 31. March 2023 with the possibility of extension

Main responsibilities:

A. Project Development

- Implement activities outlined in the existing PDP operation plan and to the satisfaction of PDP and the private partners
- Assist in activities in line with the PDP collaborations with industry associations
- Compile information on the renewable energy market, the energy legal framework, and business opportunities in Vietnam
- Proactively build networks within the industry and identify project opportunities and future project partners with promising ideas and development potential
- Act as a facilitator for RE and EE project development: Support and advise stakeholders and potential partners in the process of generating, structuring, and formulating project ideas and concepts
- Conduct engineering site audits to collect and verify structural and electrical data (number of connection points, current supply situation, description of energy mix, energy consumption and load, tariff structure, equipment in use, outages and resulting electricity costs, pattern of operation) as well as other site related information like roof quality and accessibility, availability of roof (orientation and inclination) as well as ground spaces (shading)
- In cases of insufficient load data, management of load measurements or load modeling is necessary for further technical and financial simulations, to be discussed with and approved by the GIZ PDP Country Manager in Bonn
- Work closely with PDP Country manager in Bonn and third-party consultants in the design of solar PV systems and cash-flow modeling in the commercial and industrial sector using selected simulation tools
- Work closely with local banks, auditors, and regulatory authorities
- Present results to the client (local off-taker), with the goal to convince the client to opt for the proposed system
- Support the technical and financial tender evaluation, where needed.

B. Coordination

- Plan, coordinate and document meetings, workshops, seminars, and other project activities
- Organize, prepare, and implement professional information and expert workshops
- Manage and assist short-term experts/consultants assigned to projects/programmes in completing their tasks (e.g., consultancy for load measurements)
- Support the implementation of business trips organized by the Delegation of German Industry and Commerce (AHK), where necessary for German renewable energy companies to Vietnam
- Compile an overview of programme activities, deadlines, etc. as discussed in team meetings and present this regularly during the meetings
- Manage administrative procedures with the GIZ country office, such as contracts with third parties, travel bookings, visa procedures and others.

C. Communication, knowledge management and monitoring

- Represent PDP Vietnam in regional conferences, workshops, seminars, and relevant events in collaboration with the project coordinator
- Identify Vietnam-specific tenders in the field of renewable energy and energy efficiency, which are relevant to German companies.
- Prepare PR contributions, identify appropriate distribution channels in case of significant PDP events, and compile articles for newsletters.
- Assists with PR work for the programme
- Organise and update programme documentation in the data management system.
- Continuously updates the PDP Vietnam's contact database
- Update information on project progress, documents and reports regularly on the PDP monitoring platform
- Assist with report writing for all project activities undertaken.

Minimum requirements:

- University degree in energy, engineering, economics, or related field
- At least 5 years of working experience in industry or engineering, preferably in project development, business development, market development, preferably in the energy sector and/or textile industry
- Existing network within the RE and/or EE industry and/or any other industry with high energy consumption, especially the textile industry, is a plus
- Knowledge on renewable energy and energy efficiency
- Practiced knowledge on the topic of side auditing and specifically performing load measurements is an advantage
- In-depth experience in project development (renewables or other industry) is a prerequisite
- Good working knowledge of ITC technologies (related software, phone, fax, email, the internet) and computer applications (e.g., MS Office, Access or another database programme)
- Language: business proficiency in English and Vietnamese
- Excellent networking skills
- Strong organizational competence, administrative and event organization experience
- Highly motivated to work in a multicultural environment
- Willingness to travel abroad and to project sites across the country.

Successful candidates will enjoy good working conditions, competitive benefits and compensation and good policies of training and development.

Interested qualified candidates are invited to send the **GIZ Application form in English**, copies of relevant certificates and references, either by email (to hr-giz@giz.de) or by post (to **GIZ Office Hanoi**, 6th Floor Hanoi Towers, 49 Hai Ba Trung Street, Hanoi, Vietnam), before **15th July 2022**.

Note: Please state: “**Application for position Project Officer – PDP in HCMC**” in the subject line or on the envelope. The short-listed candidates will be contacted within 4 weeks after the deadline. Telephone contact is not encouraged.

Please visit our page GIZ Viet Nam – Career Opportunities at <https://www.giz.de/en/worldwide/109163.html> to download the GIZ Application Form.