

VACANCY ANNOUNCEMENT

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| Reference # | 102/12/2025/JrEA/IEP/New Delhi |
| Project | Implementation of Energy Plans |
| Position | Junior Energy Advisor |
| Band | Band 3 |
| Location | New Delhi |
| <p>To apply click on the link: https://www.giz-jobs.com/india/</p> <p>Documents to be submitted:</p> <ul style="list-style-type: none"> • CV and a statement of suitability for this position • A maximum of 2 pages note on one of the topics given below: <p>➤ Engagement of stakeholders in planning and implementation of energy plans. Or</p> <p>➤ How GIZ can assist Govt in designing and implementing DRE based livelihood policy and program?</p> <p>Last Date of Application: 27th December 2025</p> | |

A. About GIZ India

For details, click on: <https://www.giz.de/en/worldwide/368.html>

B. Project Background

The Implementation of Energy Plan - IEP is a bilateral cooperation project carried out by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH on behalf of the German Federal Ministry for Economic Cooperation and Development (BMZ). In India the program is implemented in partnership with the Indian Ministry of New and Renewable Energy (MNRE). The IEP project is currently scheduled to be implemented over a period of three years (April 2024 - March 2027).

Broadly, 4 key outputs are planned under the IEP project, as below:

- Output 1: Assisting federal authorities in translating their energy plans into concrete strategies for targeted RE implementation.
- Output 2: Providing target group specific RE training to Indian government officials.
- Output 3: Assisting Government institutions, responsible for promoting RE, for improving policies, regulations and programs.
- Output 4: Assisting political decision-makers and government officials in designing and implementing innovative approaches for gender-responsive RE promotion.

Under IGEN Access-II program, GIZ India has assisted six states (namely, West Bengal, Assam, Odisha, Goa, Uttarakhand and Punjab) in developing their State Energy Plan. Partner states have expressed their willingness to advance their initiatives based on recommendations as prescribed under state energy plan. This formed the basis for technical cooperation for Implementation of Energy Plans.

C. Responsibilities

- Supporting IEP team in implementing technical cooperation related activities in partnership with MNRE, partner states and other key actors.
- Contract and delivery management to achieve desired outcome and impact in a timely manner.
- Designing, developing and disseminating communication/knowledge products.
- Understanding and fulfilling other institutional mandates as/if needed to build/support inter project and/or inter cluster co-operation/co-ordination.

D. Core Scope of Tasks

Project planning and implementation support

- Liaise regularly with key partner institutions, particularly the State Department and relevant line departments.
- Support the preparation and updating of annual and quarterly operational plans and planning documents for the project.
- Provide field-level support and feedback on implementation challenges and opportunities to the Technical Advisor.
- Support contract management – development of tender documents, contract management, facilitation review and ensuring the work quality etc.
- Assists the project with all organisational and management issues and participates in formulating project action/operational plans on an annual basis.
- Prepare and suggest the implementation of consultation processes, project activities, and efforts.

Networking and cooperation

- Assist in the evaluation of the training needs of organisations, State Departments, as well as private sector companies in the selected states to build capacity to carry out inventories and surveys, data analysis and building an M&E system.
- Support Technical Advisor in establishing and maintain effective communication and coordination with project stakeholders across government departments, NGOs, civil society, and the private sector.
- Manage field visits of GIZ staff and consultants in accordance with the requirements of the project.
- Assist Technical advisor in development and management of technical and financial components of the project in cooperation with central, state-level government officials, and private and public sector officials.

Knowledge management

- Support communication and knowledge management activities in IEP states, including documentation of best practices, success stories, and replicable models.
- Contribute to regular content updates for GIZ platforms, partner websites, and social media pages related to project work in the state.
- Assist in the preparation of technical and progress reports.
- Support preparation of communication and outreach material in coordination with the project team.
- Collect, process, and distribute relevant information, monitors communication and interaction between government institutions, partner organizations and society through analyses of the media.

Research

- In consultation with the team leader, prepares and carries out qualitative research projects (developing survey instruments, ToRs, field trials, training field staff, organisational preparation in the field, collecting and analysing data).

Other duties/additional tasks, if any:

- Perform any other related duties assigned by the Project Lead or GIZ Country Office to meet GIZ's larger objectives and evolving priorities.

E. Required Qualifications, Experience and Competencies

- Master's degree in engineering or energy/environment management or social science/Science or Business administration or other related fields.
- Ability to understand process complex policy, technical, and market data and derive actionable insights.
- Capable of defining indicators, collecting data, and evaluating the effectiveness of project interventions.
- Minimum 1-3 years of execution experience in any govt department. However, experience/exposure in the east region including Assam, West Bengal, Odisha will be preferred.
- Proven experience on quality communication, knowledge management.
- Excellent interpersonal skills in working with multicultural teams, and ability to engage with high-level government officials.

F. Location: New Delhi

G. Duration of the contract: 31st March 2027

Application without GIZ application form will not be considered

- Only shortlisted candidates will be contacted.
- GIZ supports Work-Life Balance.
- GIZ promotes Gender Diversity – Applications from women professionals are encouraged.
- Please note that those individuals who have completed a consultancy assignment with GIZ in less than 6 months prior to the intended start date for this position will not be shortlisted due to organisational policy.

Disclaimer: As per GIZ's data confidentiality policy, candidate's application is stored in our database for six months and is deleted thereafter.