

Under the direct supervision of the **Project Steering Committee (PSC)** and the **Project Task Leader** will be responsible for all project contextual matters. All work of the CITC will be carried out in line with the Project Document and annual work plans and key documentation of the project relevant to implementation of the project.

The CITC will assist the Project Task Leader in recruitment of international and national consultants, including candidate search/selection, preparation of TORs; in project coordination at the regional level, including organization of regular contacts with international and national experts; in technical reporting including preparation of progress reports; in organization of training/workshop activities; and other tasks.

Job content

- (i) Contribute to achievement of the projects objectives, support transfer of the expertise and the best practices from the Russian Federation and other EEU countries. Liaise with the Governments, private sector, civil society organizations, and international partners to ensure participatory approach for achievement of project objectives.
- (ii) Organize work of the regional expert platform, including its annual meetings.
- (iii) Provide technical support at establishing / modernization of testing laboratories in Kyrgyzstan and Armenia.
- (iv) Support works on development and harmonization of energy efficiency requirements in the EEU countries. Assist the project team in formation and coordination of a working group /experts for the development of technical standards. Provide support to the project team in drafting and enforcement of appropriate legislation (MEPS/HEPS).
- (v) Assist the Project Task Leader in development of conceptual parts of TORs and in evaluation and acceptance of works under the Project
- (vi) Provide expertise regarding development of technical and policy justifications and proposed enforcement mechanism to support introduction of EE technologies based on relevant international experience in the Russian Federation and other EEU countries.
- (vii) Assist the project in facilitation of agreements and funding mechanisms by which local appropriately equipped institutions would provide testing and certification of products in accordance with adopted MEPS/HEPS.
- (viii) Assist the project in monitoring of projects implementation for introduction of energy saving equipment. Assist the project in development of proposals for their replication in the EEU countries.
- (ix) Perform other duties as required.

Outputs

The quality of work of the CITC will be assessed by successful achievement of general objectives of the Project, in particular, preparation of annual reports and other relevant Project documents.

- Education:** Advanced University Degree in electric engineering.
- Experience:** Minimum of 5 years of related working experience in implementation and management of the projects on promotion of advanced energy efficient technologies in the EEU countries. Experience of development and introduction of MEPS/HEPS in the EEU countries. Experience with UNDP-GEF project implementation procedures is highly desirable. At least 10 years of professional experience in implementation of energy efficiency projects in the municipal sphere in the EEU countries. Demonstrated ability of cooperation with stakeholders: government officials, scientific institutions, NGOs, private sector and international financing institutions in the EEU countries.
- Languages:** Excellent knowledge of Russian, with exceptional writing skills.
- Other skills:** Strong interpersonal and communication skills, ability to take decisions. Good knowledge of computer software (MS Office, and task relevant specific software).