



Job Description

Unit Head (Planning and Capacity Building)(P5) - (2018/0125 (127752))

Organization NEPIK-Planning and Capacity Building Unit

Primary Location Austria-Vienna-Vienna-IAEA Headquarters

Posting Date 2018-03-15, 2:14:19 PM

Closing Date 2018-04-26, 10:59:00 PM

Duration in Months: 36

Contract Type: Fixed Term - Regular

Probation Period: 1 Year

Organizational Setting

The Division of Energy Planning and Nuclear Information and Knowledge comprises the Planning and Economic Studies Section, Nuclear Knowledge Management Section and the Nuclear Information Section. The Division is responsible for strengthening capacities in energy and nuclear power planning, building capacities to manage nuclear knowledge and provide knowledge management services to interested member states, and to procure and provide printed and electronic information in the area of nuclear science and technology.

The Planning and Economic Studies Section has two objectives. One objective is to enhance the capacity of Member States to perform their own analyses related to electricity and energy system development, energy investment planning and energy-environment policy formulation and to understand the associated economic implications. The other objective is to improve understanding of the potential role of nuclear energy in the context of mitigating climate change and contributing to sustainable energy development.

Main Purpose

The Unit Head reports directly to the PESS Section Head and assists in the formulation, evaluation, management and implementation of IAEA's activities and tasks for supporting capacity building in Member States in the area of energy demand and supply analysis and planning, helps Member States use energy planning tools to develop energy strategies including assessing the potential role of nuclear energy in achieving sustainable energy development objectives.

Role

The Unit Head is: (1) a team leader: ensuring the efficient and effective management of the Planning and Capacity Building Unit, financial resources and staffing, and collaborating within the Section in defining new and enhanced energy planning and modelling tools, techno-economic analyses and sustainable development studies; (2) an expert contributor: developing, and providing to Member States, analytical tools (energy planning models), training on how to use these tools, and information on energy systems issues including nuclear power; (3) a scientific secretary: supporting workshops and international meetings, preparing trainings on the IAEA computer tools, contributing to peer-reviewed papers and brochures; (4) an advisor: providing current, authoritative information to Member States and international organizations on the role of nuclear power as part of a sustainable energy system; (5) an educator: capacity building in Member States in the area of energy system modelling, analysis and planning.

Functions / Key Results Expected

Contribute to the strategic direction, programming and budgeting, and execution of the Subprogramme on Energy Modelling, Data and Capacity Building.

Lead the activities/tasks for development, enhancement and maintenance of analytical tools/software and information resources for energy power planning, including the update of documentation, manuals, users' guides and training materials as well as provide technical support to end-users.

Implement specific energy, electricity and nuclear power planning and project feasibility studies. This includes designing new approaches to capacity building and training methodologies, and participation in training courses and missions in developing Member States under the IAEA's Technical Co-operation Programme.

Conduct comprehensive energy and electricity supply-demand analyses, evaluation of energy technologies including the potential role for nuclear power for sustainable energy development, and coordination and data compilation of annual nuclear power growth projections.

Develop reports, country case studies and background papers, and make presentations on special topics related to energy, electricity and nuclear power.

Act as Scientific Secretary for symposia, seminars, workshops and other technical meetings (advisory group meetings, technical meetings, consultancy meetings, trainings) conducted by the IAEA in connection with the above activities.

Competencies and Expertise

Core Competencies

| Name | Definition |
|-------------------------|---|
| Planning and Organizing | Sets clearly defined objectives for himself/herself and the team or Section. Identifies and organizes deployment of resources based on assessed needs, taking into account possible changing circumstances. Monitors team's performance in meeting the assigned deadlines and milestones. |
| Communication | Encourages open communication and builds consensus. Uses tact and discretion in dealing with sensitive information, and keeps staff informed of decisions and directives as appropriate. |
| Achieving Results | Sets realistic targets for himself/herself and for the team; ensures availability of resources and supports staff members in achieving results. Monitors progress and performance; evaluates achievements and integrates lessons learned. |
| Teamwork | Encourages teamwork, builds effective teams and resolves problems by creating a supportive and collaborative team spirit, remaining mindful of the need to collaborate with people outside the immediate area of responsibility. |

Functional Competencies

| Name | Definition |
|---------------------------|---|
| Analytical thinking | Applies business analytics to establish programme priorities. Makes rational judgements from the available information and analysis. |
| Client orientation | Examines client plans and develops services and options to support ongoing relationships. Develops solutions that add value to the Agency's programmes and operations. |
| Judgement/decision making | Consults with and seeks advice at the appropriate managerial level when making complex decisions. Facilitates dialogue and development of best practice to support judgement/decision making, in full compliance with the Agency's regulations and rules. |

Required Expertise

| Function | Name | Expertise Description |
|-----------------------------------|--------------------|---|
| Management and Programme Analysis | Project Management | Proven record in coordinating and managing multiple projects. |

Training

Training Design

Ability to design and deploy new training approaches for capacity building including electronic learning.

Qualifications, Experience and Language skills

- Master's Degree - Advanced degree in Economics (energy/environmental economics and policy), Engineering (nuclear, industrial, environmental, or related field), International Relations or a related field.
- Minimum of 10 years experience in energy system planning at national and/or international level, preferably with emphasis on energy- modelling, energy technology/innovation in a national laboratory, research institute, an electrical utility organization or university environment; or in international development organizations with emphasis on energy and sustainable development issues, emission control or energy technology assessment.
- Extensive knowledge of nuclear and other energy technologies
- Ability to perform multi-objective analysis (technical, economic and environmental) of energy options and evaluate different energy mixes is highly desirable.
- Skills in modelling and analysis of energy systems and evaluation of energy technologies, energy modelling, energy technology/innovation, is a strong asset.
- Experience in analysis and planning of sustainable energy options, including greenhouse gas mitigation strategies.
- Excellent oral and written command of English. Knowledge of other official IAEA languages (Arabic, Chinese, French, Russian and Spanish) is an asset.

Remuneration

The IAEA offers an attractive remuneration package including a tax-free annual net base salary starting at **US \$85543** (subject to mandatory deductions for pension contributions and health insurance), a variable [post adjustment](#) which currently amounts to **US \$ 45851***, dependency benefits, [rental subsidy](#), [education grant](#), [relocation](#) and [repatriation expenses](#); 6 weeks' annual vacation, [home leave](#), [pension plan](#) and [health insurance](#)

Applications from qualified women and candidates from developing countries are encouraged

Applicants should be aware that IAEA staff members are international civil servants and may not accept instructions from any other authority. The IAEA is committed to applying the highest ethical standards in carrying out its mandate. As part of the United Nations common system, the IAEA subscribes to the following core ethical standards (or values): [Integrity](#), [Professionalism](#) and [Respect for diversity](#). Staff members may be assigned to any location. The IAEA retains the discretion not to make any appointment to this vacancy, to make an appointment at a lower grade or with a different contract type, or to make an appointment with a modified job description or for shorter duration than indicated above. Testing may be part of the recruitment process
