

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is an international organization owned by the German government. It works on international cooperation for sustainable development around the globe on behalf of public and private sector. In Thailand, GIZ has contributed to Thai-German cooperation on various fields (e.g., climate change, energy, education, etc.) for more than 60 years. GIZ Energy Thailand Team is part of GIZ Thailand. We help in shaping the smart energy future for Thailand and beyond.

Thai-German Climate Programme (Energy) or TGCP-Energy is one of projects implemented by GIZ Energy Thailand. The project began in 2018 to support Thailand to reach its 20% GHG reduction target by 2030 compared to the business-as-usual (BAU) level as stated in the Nationally Determined Contribution (NDC). TGCP-Energy supports Thai energy sector through providing policy recommendation, enhancing energy planning, supporting development of climate-friendly energy projects (e.g., renewable energy, energy efficiency, smart energy technologies, etc.), and monitoring and evaluation. The focus of TGCP-Energy is on the provincial level. The project build and develop capacity of the Provincial Energy Offices (PEOs), regional entity of the Ministry of Energy on the provincial level. Two digital planning tools were developed, namely: Integrated Provincial Energy Planning Platform (IPEPP) and Provincial Energy System Modelling Tool (PEMT). Those tools are designed to provide insights to the PEOs in their planning process (e.g., data visualization, development of provincial energy scenarios). The functionality and operation of both tools rely on the data inputs. Therefore, TGCP-Energy also provide consultancies to the Ministry of Energy on data management as well (e.g., data cleansing, database connection, etc.)

GIZ Energy Thailand is looking for a project assistant. He/she will assist and support the Senior Data Analyst on parts of the TGCP-Energy project which are mainly relevant to data management. GIZ Energy Thailand is operated on three key values: Teamwork & collaboration, accountability, and learning through feedback.

Project Assistant

Responsibilities and Tasks:

Data management

- Supports in coordinating with the consultant for the second phase of Integrated Provincial Energy Planning Platform (IPEPP) development, keep tracking on the work progress done by the consultant
- Supports the Senior Data Analyst in data preparation and data processing (e.g., cleansing of data, preliminary data analysis)
- Support in the coordination with the relevant stakeholders on digital tools and data (e.g., users, administrators, etc.)
- Support the Senior Data Analyst in the organization of trainings on digital tools & data (e.g., preparation of training materials, coordination with the participants, etc.)
- Conduct a research as assigned by the Senior Data Analyst

Other responsibilities

- Supports the GIZ Energy Thailand in event organization & logistic arrangement (e.g., workshops, meetings, trainings, etc.)
- Supports in partner & stakeholder engagement (e.g., participate in coordination meetings, prepare necessary documents / inputs etc.)
- Supports on other activities as assigned by the Senior Data Analyst

Qualifications:

We are looking for a candidate who preferably possesses (the equivalent of):

- Bachelor's degree in any relevant field (i.e., data science, computer science, engineering, environment, economics, etc.)
- At least 2 years of working experience (including internship)
- Direct experience on energy sector / data processing is an advantage
- Proven proficiency in MS Office software, especially MS Excel
- Experience on using MS Access is an advantage
- Experience with visualization tools (e.g., Google Data Studio, Power BI, etc.) and/or SQL is an advantage
- Good interpersonal & team skills (e.g., communication, coordination, negotiation, etc.)
- Strong analytical skills and capacity to translate data and research into strategic insights and recommendations
- Good understanding of Thai energy sector and relevant stakeholders
- Ability to work independently on assigned tasks while maintaining good coordination with other team members
- Ability to manage multi-taskings through prioritization and communication with the team members
- Ability to engage and interact with various stakeholders (e.g., government officer, power utilities, private sectors, etc.)
- Eager to learn and willing to adapt
- Diplomatic, open-minded, solution-oriented mindset, and creativity
- Proactive and able to work under pressure

This will be a fixed-term contract, starting as soon as possible and running until April 2022.

Please submit your application and CV to norrapat.taratonrattanakul@giz.de. The deadline for applications is Friday, September 24, 2021. Only shortlisted candidates will be contacted. GIZ Thailand is an equal opportunity employer and actively encourages gender diversity within the company and operations.

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