LM02501
ENERGY MANAGER

Level 9

Reports to (Hierarchical)
Project Coordinator (if in project)/ Logistics Coordinator / Technical Logistics Coordinator

Reports to (Functional)
Logistics Coordinator / Technical Logistics Coordinator

Job Family
Logistics and Supply

Main Purpose
Planning, coordinating and monitoring all logistics activities in the project related to electricity according to **MSF** protocols and standards in order to ensure an optimal running of the project

Accountabilities
- In collaboration with the Project Coordinator and the Logistics / Technical Logistics Coordinator, planning, establishing and reviewing the electrical activities in the mission/project, including its annual budget, in order to identify and give a response to the needs of the mission and the targeted population.
- Monitoring and ensuring the implementation of the electrical activity in the project ensuring compliance to **MSF** standards, protocols and procedures, and reporting to the Project Coordinator on the development of the ongoing programmes. This entails the following:
  - Ensuring that the electrical installations in the project are up to the level of the Technical Department, prioritizing personnel and equipment security and optimization of energy consumption based on real filed needs
  - Providing a technical proposal to improve the installations and bring them up to the level recommended by the Technical Department
  - Guaranteeing the setup of the recommendations and establishing the electrical records for the mission in order to ensure the compliance of the installations to said recommendations e.g. power demand analysis and working principle of the installation
- In collaboration with the Project Coordinator, Logistics Coordinator and the HR Coordinator, participates in the planning and implementation of HR associated processes (recruitment, training, briefing/debriefing, evaluation, detection of potential, development and communication) of the staff under his/her responsibility in order to ensure both the sizing and the amount of knowledge required to correctly perform all logistics activities pertaining to his area
- Ensuring technical support for his area of activity and providing coaching to logistics staff under his/her responsibility.
- Participating in monthly reports according to guidelines
- Performing delegated tasks according to his her speciality and as specified in his/her job descriptio
- Identifying, defining and implementing solutions and strategies that reduce the environmental footprint of the electrical installations (and HVAC if relevant) in the

mission/projects. These strategies englobe not only technical solutions but also how the electrical installations are used, maintained and managed. The main objective of reducing the environ-mental footprint entails energy efficiency, reducing the carbon dioxide emissions, a proper waste management and the use of sustainable and adapted solutions according to the context

Education

Essential secondary education and technical diploma or technical university degree, preferably as an engineer

Experience

- Essential at least two years of working experience in logistics related activities.
- Desirable previous experience with **MSF** or other NGOs, and working experience in developing countries

Languages

Mission language essential; local language desirable

Knowledge

Computer literacy

Competencies

- People Management and Development **L2**
- Commitment to MSF Participles **L2**
- Behavioural Flexibility **L3**
- Results and Quality Orientation **L3**
- Teamwork and Cooperation **L3**

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