

## LIAISON OFFICER [OR SUSTAINABLE UTILITIES DEVELOPMENT EXPERT]

Technical Assistance package for the Sustainable Energy Support Programme in Tajikistan

### Terms of Reference for Short Term Expert

<b>Expert position</b>	<b>Liaison Officer - Energy Sector Technical Assistance Programme</b>
<b>Expert Category</b>	Junior Non-Key Expert
<b>Mission start-end date</b>	01.03.2024 – 13.11.2027
<b>Minimum requirements</b>	<p><i>Skills and qualifications:</i></p> <ul style="list-style-type: none"> <li>▪ A University degree in Engineering, Energy Policy, or a related field university degree,</li> <li>▪ Minimum 6 years of professional experience in the energy sector</li> <li>▪ Minimum 3 years of professional experience in operational aspects of utility companies and energy distribution systems</li> <li>▪ Working proficiency in oral and written English and excellent command of Russian and/or Tajik.</li> <li>▪ Sound experience in adult education or training</li> <li>▪ The candidate must have strong organizational skills with the ability to handle multiple tasks simultaneously.</li> <li>▪ The candidate must have experience in engagement with diverse stakeholders across Tajikistan</li> <li>▪ Candidate should have Expertise in preparing comprehensive reports</li> </ul>
<b>Duration/working days</b>	Up to 615 working days (or up to 205 working days for each expert placement within energy utilities)
<b>Task(s) assigned</b>	support in assessment of the technical performances and the identification of the gaps to comply with the technical requirements of the regulatory and technical documents of GO/SO/TSO/DSO including the operational aspects; support in design of a bespoke training modules and preparation of materials (reports, annexing handouts, presentations, etc.), training and capacity building activities schedule with study tours and peer-to-peer activities for entire duration of the Project; provision of assistance in selecting of training participants; support in development of the performance indicators measuring the success of the study visits and trainings; conducting of assessment and taking mitigation measures of potential risks during study tours/trainings; drafting of the Final Agenda and reach an agreement with the host organisations; resolving of logistic and operation issues (travel, venues, accommodation, meals, assignments, schedule, etc.); support in preparation of supportive documents and checklists for participants; assistance in preparation of Reports on Study Tours/trainings; support in assessment and making recommendations on the necessary upgrade of the design of the SCADA–EMS and other ICT facilities (TSO & DSO); support in review and upgrading of the maintenance practices, methodology, procedures, and rules, including coordination of maintenance planning and scheduling of the facilities.
<b>Output(s)</b>	Inception, mission and progress reporting, etc. as requested including assistance in preparation of Peer-to-peer support report