

**AUTHORIDADE REGIONAL
REGULADORA DE ELETRICIDADE DA CEDEAO**

**ECOWAS REGIONAL
ELECTRICITY
REGULATORY AUTHORITY**



**AUTORITÉ DE RÉGULATION
RÉGIONALE DU SECTEUR DE
L'ÉLECTRICITÉ DE LA CEDEAO**

**ENERGY COMMISSION BUILDING, GHANA AIRWAYS AVENUE, PMB 76 MINISTRIES POST OFFICE, ACCRA – GHANA
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VACANCY ANNOUNCEMENTS

Ecowas Regional Electricity Regulatory Authority (ERERA) is a specialized Institution of ECOWAS created in January 2008 by the Authority of Heads of State and Government of ECOWAS with the mandate of regulating cross-border electricity exchanges, establishing an enabling investment environment for regional power projects and providing technical support to national regulators of the electricity sector of ECOWAS Member States.

ERERA has developed a five-year program of activities based on its strategic plan for which it has obtained the support of several financial partners, particularly the European Union (EU) and United States Agency for International Development (USAID). One of the main components of the technical assistance programs with these two partners is the recruitment of additional staff to strengthen ERERA's operational capacity. To this end, and in order to support its pool of experts responsible for ensuring the effectiveness of regulation, ERERA is recruiting qualified and able persons having the capacity to work in teams on complex assignments, conduct studies and prepare technical reports.

Applications are invited from suitably qualified and experienced citizens of the Economic Community of West African states (ECOWAS) member states to fill the following vacant positions at the Headquarters of the ECOWAS Regional Electricity Regulatory Authority (ERERA) in Accra, Ghana.

1. JOB TITLE: JUNIOR POWER EXPERT

GRADE: P2/P3

ANNUAL SALARY: (UA 42,916.53/USD 67,713.70) TO (UA 49,106.81/USD 77,480.72)

STATUS: CONTRACT

DURATION: Two (02) years

Duties

Under the supervision of the Senior Power Expert, he/she will give assistance in the management of power regulatory matters, among others, to the:

- Review and analysis of ECOWAS Member States Power sector regulatory techniques.
- Development of technical, economic and financial standards for the regional electricity power market.
- Benchmarking of the power sector Regulators (comparative analysis of the

- structure and the operational performances of the Power sector regulators at the regional level and periodic update).
- Review of the ECOWAS energy Master Plan.
 - Follow-up of activities related to the development of electricity infrastructure, in the ECOWAS sub-region.
 - Participate in the formulation, proposal, review and application of the regional tariff methodology and pricing model for the regional electricity market.
 - Propose and set up technical rules and standards for the operation of the regional electricity system and market.
 - Collation, management and monitoring of technical data in the regional electricity market.
 - Monitoring of the reliability of the regional electricity system.
 - Suggesting proposals for improvement of regulatory tools in Member States.
 - Participate in the development of a regional framework for environmental protection, clean energy and energy efficiency.
 - Harmonisation of technical standards in the regional electricity market.
 - Any other duty as may be assigned by the hierarchy.

Qualifications / Experiences/Skills

- A minimum of a first degree in Engineering or any related field.
- Five (05) years professional experience relating to the conception and management of electric systems including two (2) years in technical regulation of power sector.
- Possession of a higher degree would reduce the required minimum professional experience to three (3) years with two (2) years in technical regulation of power sector.
- Good knowledge of all types of electricity generation, transmission and distribution infrastructure, as well as in their technical management and planning.
- Experience in Regional or International organizations would be an advantage.
- Good team player and performance oriented, capability to work in a multicultural team.
- Must be computer literate.
- Excellent communication skills (spoken, written and presentational) and interpersonal skills (team player).

Age

The applicant should be less than 50 years old at the time of recruitment.

Language requirement

Must be fluent in one of the official languages of ECOWAS Commission, English, French and Portuguese. A working knowledge of another would be an advantage.

Applicants should send, **latest by Friday 30 August, 2019, at 5.00pm GMT**, an electronic copy of their letter of motivation and curriculum vitae to the following email address: jrpower@erera.arrec.org

In line with their desire to speed up and improve the recruitment process, ERERA **will only accept online applications.**

2. JOB TITLE: FINANCIAL AND ACCOUNT ANALYST

GRADE: P2/P3

ANNUAL SALARY: (UA 42,916.53/USD 67,713.70) TO (UA 49,106.81/USD 77,480.72)

STATUS: CONTRACT

DURATION: Three (03) years

Duties

Under the supervision of ERERA's Chairman, give assistance in the financial management of the EU Project and others, among others, to:

- Act as lead advisor on financial and economic issues of ERERA/EU project's studies, and ERERA other regulatory studies relating to the regional electricity market;
- Carry out financial analyzes for the ERERA/EU Project's regulatory studies and ERERA's other programmes activities for the development of the Regional Electricity Market;
- Assistance to the development of the regional electricity market transmission tariff methodology and monitoring of its implementation
- Assistance to the development of the Principles and Rules of Accounting Separation in ECOWAS Member States electricity market and monitoring of their implementation
- Keep track of financial reporting needs & undertake financial cost benefit analysis.
- Generate, document, classify, maintain and prepare financial reports of the ERERA / EU project in accordance with EU accounting standards and directives, and perform the same function for other ERERA projects;
- Implement budgetary control procedures and ensure that expenditures approved for payment have been provided for in the Project Budget
- Oversee the preparation of bank reconciliation statements for the Project bank accounts
- Perform any other official mission that may be entrusted to him by the hierarchy.

Qualifications/ Experiences/ Skills

- Minimum of a first degree in Finance, Accounting, Economics or Business Administration.
- Possession of a higher degree would reduce the required professional experience to three (3) years with a minimum of two (2) years in finance.
- A part qualification of a formal professional Accounting designation. E.g. (CA, ACCA, CIMA, etc.)
- Familiar with all aspects of Financial Accounting Software and conversant with at least one major Accounting Software.
- A solid knowledge of accounting software systems designs, budgeting and strategic financial planning would also be an added advantage.
- Ability to present sensitive issues/positions and prepare reports at short notice
- Ability to work independently with high degree of responsibility, and with minimal supervision
- Experience in Regional or International organizations would be an advantage.

- Good team player and performance oriented, capability to work in a multicultural team.
- Should be computer literacy and have good inter-personal relations skills.
- Excellent communication skills (spoken, written and presentational) and interpersonal skills (team player).

Age

The applicant should be less than 50 years old at the time of recruitment.

Language requirement

Must be fluent in one of the three official languages of ECOWAS Commission (English, French and Portuguese). A working knowledge of any of the other ECOWAS language would be an advantage.

Applicants should send, **latest by Friday 30 August, 2019, at 5.00pm GMT**, an electronic copy of their letter of motivation and curriculum vitae to the following email address: fanalyst@erera.arrec.org

In line with their desire to speed up and improve the recruitment process, ERERA **will only accept online applications.**

3. JOB TITLE: IT SUPPORT OFFICER

GRADE: P2/P3

ANNUAL SALARY: (UA 42,916.53/USD 67,713.70) TO (UA 49,106.81/USD 77,480.72)

STATUS: CONTRACT

DURATION: 02 Years

Duties

Under the supervision of the ERERA's Senior IT Officer, the IT Support Officer shall give assistance in the management of ERERA's IT systems and processes, as follows:

- Assist in the development and strategic implementation of Information Communication Technology (ICT) policies within ERERA
- Assist in the implementation of the plan for the acquisition and maintenance of all ICT equipment of ERERA
- Install, configure and administer all ICT systems, including hardware, software, communication and network equipment
- Troubleshoot and fix hardware, software and network related problems
- Develop and maintain an inventory of all ICT systems, including detailed technical specifications
- Provide technical assistance and support to users
- Perform routine audits of systems and software
- Backup and restore data files including users' data, email, website etc....
- Assist in the development, implementation and maintenance of ERERA's internet website and intranet
- Support the production of ERERA's publications and promotional items
- Perform graphic design of banners, posters, etc...for ERERA's publications,

- website and events
- Manage multimedia resources including animation, audio, photos and videos, and all multimedia equipment
- Any other duty as may be assigned by the hierarchy.

Qualifications / Experiences/ Skills

- A minimum of a first degree in computer science/Information Technology
- Candidates should possess at least five (5) years professional experience. An experience in energy sector, and specially in regulation will be an advantage.
- Demonstrative experience in setting up and configuring, administering and supporting servers and desktops.
- A good grounding in computer hardware, computer networking and windows.
- Professional certifications such as MCSE, CCNA, Security Plus and ITIL are desirable
- Must have optimum knowledge and ability in the field of IT.
- Must have adequate experience in website and data base development and maintenance.
- Must possess good programming skills.
- A diploma in media and communication or related field would be an advantage.
- Experience using graphics and multimedia software is required
- Ability to work independently with little supervision.
- Good understanding of the ECOWAS regional electricity sector.
- Excellent interpersonal and communication skills.
- Strong writing, proof-reading and editing skills.
- Excellent information gathering and reporting skills.

Age

The applicant should be less than 50 years old at the time of recruitment.

Language requirement

Must be fluent in one of the official languages of ECOWAS Commission, English, French, and Portuguese. A working knowledge of another would be an advantage.

Applicants should send, **latest by Friday 30 August, 2019, at 5.00pm GMT**, an electronic copy of their letter of motivation and curriculum vitae to the following email address: itsupport@erera.arrec.org

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4. JOB TITLE: JUNIOR ECONOMIST EXPERT

GRADE: P2/P3

ANNUAL SALARY: (UA 42,916.53/USD 67,713.70) TO (UA 49,106.81/USD 77,480.72)

STATUS: CONTRACT

DURATION: 02 Years

Duties

Under the supervision of the Senior Economist Expert, he/she will give assistance in the management of economics and tariffs matters relating, among others, to:

- Formulate, propose, review and apply the regional tariff methodology and pricing model for the regional electricity market.
- Planning and support to the Senior Economist in the definition of the regional energy policy and harmonization of national policies on Electricity Regulation.
- Technical, economic and financial data collection and analysis to ensure accuracy and consistency and to develop and maintain up-to-date statistical data bases covering ERERA activities.
- Supervise and ensure effective dissemination of statistics and offer guidance on their analysis and interpretation.
- Follow-up and analysis of the financial standing of operators, valuation and follow-up of the assets and the separation of accounting for the activities of operators.
- Participate in Benchmarking and economic forecasting.
- Participate in Benchmarking of economic and financial performances of the operators at the regional level with periodic update.
- Proposals for Improvement of the regulatory tools in the Member States (support for the development of economic regulatory models and methodology, and support in mediations activities).
- Assist in negotiations of cooperation agreements with authorities in charge of competition.
- Any other duty as may be assigned by the hierarchy.

Qualifications/ Experiences/ Skills

- A minimum of a degree in Economics, Finance, or any related field.
- Five (05) years professional experience with a minimum of three (3) years in energy sector and two (2) years in economic regulation.
- Possession of a higher degree would reduce the required minimum professional experience to three (3) years with a minimum of two (2) years in energy sector and in economic regulation of utilities.
- Experience in Regional or International organizations would be an advantage
- Ability to present sensitive issues/positions and prepare reports at short notice
- Ability to work independently with high degree of responsibility, and with minimal supervision
- Experience in Regional or International organizations would be an advantage.
- Good team player and performance oriented, capability to work in a multicultural team.

- Should be computer literacy and have good inter-personal relations skills.
- Excellent communication skills (spoken, written and presentational) and interpersonal skills (team player).

Age

The applicant should be less than 50 years old at the time of recruitment.

Language requirement

Must be fluent in one of the three official languages of ECOWAS Commission (English, French and Portuguese). A working knowledge of any of the other ECOWAS language would be an advantage.

Applicants should send, **latest by Friday 30 August, 2019, at 5.00pm GMT**, an electronic copy of their letter of motivation and curriculum vitae to the following email address: jreconomist@erera.arrec.org

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5. JOB TITLE: JUNIOR LAWYER EXPERT

GRADE: P2/P3

ANNUAL SALARY: (UA 42,916.53/USD 67,713.70) TO (UA 49,106.81/USD 77,480.72)

STATUS: CONTRACT

DURATION: 02 Years

Duties

Under the supervision of the Senior Legal Expert, he/she will give assistance in the management of legal and licensing matters relating, among others, to the:

- Analysis of existing cross-border power exchange contracts or those in preparation and their implementation.
- Review and drafting of standards cross-border power exchange contracts.
- Review and drafting of regional electricity market rules and the procedures as well as their enforcement.
- Advise on dispute resolution and enforcement proceedings relating to the regional electricity market regulation
- Monitoring the execution of ERERA's administrative and legal assignments
- Analyse and provide legal opinions on any legal matter to ERERA.
- Review and drafting legal texts and agreements of ERERA.
- Advise on court proceedings by or against ERERA
- Manage record keeping system for legal documents and safeguard all legal and confidential documents of ERERA
- Processing of licences and permits

- Any other duty as may be assigned by the hierarchy.

Qualifications / Experiences/Skills

- A minimum of a law degree in Common law.
- Five (5) years professional legal experience with a minimum of three (3) years in the regulation of the power sector.
- Possession of a higher degree would reduce the required professional experience to three (3) years with a minimum of two (2) years in power sector.
- Relevant knowledge acquired within an international organisation would be an advantage.
- Must possess good analytical skills, ability to use initiative and work as part of a team, ability to communicate complex legal advice and have good drafting and report writing skills.
- Ability to present sensitive issues/positions and prepare reports at short notice
- Ability to work independently with high degree of responsibility, and with minimal supervision
- Experience in Regional or International organizations would be an advantage.
- Good team player and performance oriented, capability to work in a multicultural team.
- Should be computer literacy and have good inter-personal relations skills.
- Excellent communication skills (spoken, written and presentational) and interpersonal skills (team player).

Age

The applicant should be less than 50 years old at the time of recruitment.

Language requirement

Must be fluent in one of the official languages of ECOWAS Commission, English, French and Portuguese. A working knowledge of any of the other ECOWAS language would be an advantage.

Applicants should send, **latest by Friday 30 August, 2019, at 5.00pm GMT**, an electronic copy of their letter of motivation and curriculum vitae to the following email address: jrlegal@erera.arrec.org

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