

## **Terms of Reference**

### **Consultant – Energy Efficiency (Industry)**

#### **Organisational Details**

The Council on Energy, Environment and Water (<http://ceew.in/>) is one of South Asia's leading not-for-profit policy research institutions. CEEW uses data, integrated analysis, and outreach to explain – and change – the use, reuse, and misuse of resources. It prides itself on the independence of its high quality research, develops partnerships with public and private institutions, and engages with wider public. In 2017, CEEW has once again been featured extensively across nine categories in the '2016 Global Go To Think Tank Index Report', including being ranked as South Asia's top think tank (14th globally) with an annual operating budget of less than US\$5 Million for the fourth year running. In 2016, CEEW was also ranked 2nd in India, 4th outside Europe and North America, and 20th globally out of 240 think tanks as per the ICCG Climate Think Tank's standardised rankings. In 2013 and 2014, CEEW was rated as India's top climate change think-tank as per the ICCG standardised rankings. CEEW is a multidisciplinary organisation, with an international outlook and a strong culture of collaboration and leadership by initiative. Its focus areas include: energy access; renewable energy; low-carbon pathways; greenhouse gases and monitoring, reporting and verification; risks and adaptation; and technology and trade.

**Designation offered:** Consultant – Energy Efficiency (Industry)

**Location:** New Delhi, India

**Reporting to:** Senior Programme Lead, CEEW

**Purpose:** We seek to hire a consultant (**experience: 0-2 years**) with an active interest towards the manufacturing sector (especially MSMEs), and a competent understanding of energy efficiency measures, technology process, and financial instruments. This position will be a crucial addition to the existing young and dynamic team at CEEW. The individual is expected to conduct quantitative and qualitative assessments at both, primary and secondary level. This involves data collection, interpretation and statistical analysis. This also includes survey design, stakeholder interviews and engagement with the government.

#### **Job Duties and Accountabilities**

##### *Job description*

- Assessment of existing policies, schemes, and programmes for the micro, small and medium enterprises (MSMEs) in India, especially with a view of sustained growth through energy efficiency measures within the sector
- Identifying the national and international best practices and making recommendations to facilitate growth of MSMEs in an efficient manner

- To review, monitor and provide analysis of financial and technological measures undertaken in India (government or private), in order to support the MSME sector towards achieving higher energy efficiency
- Communicate and engage with stakeholders across government, industry, NGOs, research agencies, financial bodies, etc.
- Managing and coordinating with partner agencies and other stakeholders to collect information, discuss issues and key findings, and writing briefs and notes.

### General responsibilities

- To conduct both traditional and desktop/secondary research using various external information sources. Travel to project sites (when necessary), to conduct interviews or collect data.
- Writing reports, papers, presentations, blogs, policy briefs and issue notes which could be circulated among senior Government of India officials.
- Responsible for reviewing large amounts of data and analysing the information using a variety of software tools and methodologies.
- Work with senior researchers and fellows on specific research assignments under the industries and energy efficiency related work programmes. To assist them in conceptualising new projects (as needed basis).

### Selection Criteria

- Superior academic credentials in engineering/science/public policy/development studies or equivalent. Preferably a Master's degree or MBA.
- A relevant work experience would be preferred in the domains of energy efficiency, industry processes, financial market mechanisms, and other related fields.
- Those having industrial, research and/or consulting background will be preferred, though fresher graduates are also encouraged to apply.
- Self-starters with strong analytical abilities; must be an adept user of MS-Excel.
- Knowledge of STATA and/or any other statistical tool is desirable.
- Excellent verbal and written communication skills.

Candidate should possess problem solving skills, and should be a self-starter. He/she should have effective verbal and written communication skills. CEEW operates in a dynamic environment and the candidate is expected to show flexibility in undertaking a variety of tasks.

### How to apply

Interested candidates should send their application (updated resume and a cover letter) at [jobs@ceew.in](mailto:jobs@ceew.in) The subject line should be "Application | Consultant - Energy Efficiency"

Note: Please note that, format for naming your resume should be the candidate's name followed by Consultant Energy Efficiency. For example: Aarti Singh – Consultant Energy Efficiency.

### **Compensation**

CEEW offers a very competitive compensation – commensurate to the experience, and matching the best of standards adopted by industry or other similar organisations for similar roles.

CEEW is an equal opportunities employer and female candidates are encouraged to apply. Applications will be reviewed on a rolling basis. Only shortlisted candidates will be notified.