

**Group for the Environment, Renewable Energy and Solidarity (GERES) Cambodia** is part of a French NGO, with the vision to support:

“SOUTH-EAST ASIAN POPULATIONS TAKE OWNERSHIP OF ACHIEVING SUSTAINABLE MANAGEMENT OF NATURAL RESOURCES IN THEIR LANDSCAPE AND MAKE INFORMED DECISIONS THAT LEAD TO ACCESS TO RENEWABLE ENERGY, MITIGATION OF, AND ADAPTATION TO CLIMATE CHANGE AND IMPROVED LIVELIHOODS”

Full time posts such as the one described below are positioned in the organizational chart and in the position scale provided separately and governed by the Internal Staff Rules and Regulations (under development) and the specific requirements laid out in the Employment Contract.

## ISV SUMMARY

**Title** Testing Specialist

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**Unit/ Department** GERES-Biomass Energy Lab (G-BEL)/ GERES Cambodia (GKH) Development Department

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**Direct Supervisor** G-BEL Manager

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**Subordinates** N/A

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**Duty station** Phnom Penh with occasional travel to the province and internationally

## PURPOSES

The Testing Specialist supports the G-BEL Unit's work by assuring accurate implementation of laboratory and field testing procedure.

## MAIN RESPONSABILITIES

Under the supervision of the G-BEL manager, the Testing Specialist is in charge of:

- Adapting/developing testing procedure/technology
- Providing technical support to lab and field testing coordinators
- Running and developing the quality system of the G-BEL
- Ensuring a proper management of laboratory equipment and facility
- Taking a active participation in the G-BEL project

The Testing Specialist is working closely with the Material & Process Specialist on adaptation / development of biomass equipment.

## **INDICATIVE ACTIVITIES**

- 1. Adaptation/development** of testing procedures/technologies
  - 1.1 Understand and master all testing / maintenance / calibration protocols currently implemented at the lab and in the field
  - 1.2 Write new procedures and technical requirements, develop and adapt calculation form with both internal and external experts
  - 1.3 Ensure a technology watch on testing procedures, technology, testing equipments...
  - 1.4 Link lab and field testing result with the Technology R&D Unit and the Material & Process Specialist

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## **2. Technical support** to Lab and Field Testing Coordinators

- 2.1 Provide support for field surveys and lab tests
- 2.2 Follow up the implementation of the testing procedure and make sure procedure are implemented accurately
- 2.3 Provide support on data entry, data analysis and reporting
- 2.4 Link information obtained at the lab and in the field
- 2.5 Build the capacity and motivate the testing team

## **3. Quality and security management**

- 3.1 Ensure the quality insurance of the G-BEL services, make a follow up of the good implementation of organisational process
- 3.2 Keep up to date the documentation system
- 3.3 Coordinate the troubleshooting management
- 3.4 Organize regular quality and security meetings
- 3.5 Train and motivate the staff to use the quality system

## **4. Laboratory management**

- 4.1 Define the implementation of maintenance and calibration plans
- 4.2 Ensure the proper state and utilization of the laboratory equipment and facility
- 4.3 Ease Internal and external testing and survey process

## **5. Active participation in the G-BEL project**

- 5.1 Participate in the elaboration of road map, budget and strategy
- 5.3 Give support to the G-BEL manager in Service Offer writing
- 5.4 Develop and provide external training, study

## **5.5 Capitalization**

## **QUALIFICATIONS**

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| <b>Experience</b> | <ul style="list-style-type: none"><li>■ Significant experience in the technical sector, biomass energy an asset</li><li>■ Experience of both environmental and energy focussed projects</li><li>■ Experience of laboratory related field, stove testing an asset</li></ul> |
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| <b>Education &amp; Training</b> | <ul style="list-style-type: none"><li>■ Masters degree in a scientific related field, energy an asset</li><li>■ Project Cycle Management and Research skills training</li></ul> |
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| <b>Skills</b> | <ul style="list-style-type: none"><li>■ Proactive research skills</li><li>■ Proficient professional English, French an asset</li><li>■ Excellent understanding of testing protocols</li><li>■ Skill in Logical Framework Development and Analysis</li><li>■ Able to operate independently (initiative, research skills, networking)</li><li>■ Proficient in working with Microsoft Office (including Word, Excel and PowerPoint)</li><li>■ Proficient in CAD (Autodesk Inventor)</li></ul> |
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| <b>Personal Qualities</b> | <ul style="list-style-type: none"><li>■ Rigorous</li><li>■ Responsible and willing to engage in discussion</li><li>■ Excellent interpersonal skills, ability to establish contact with people from different background and cultures</li><li>■ Dynamic and results oriented</li><li>■ Shows integrity and honesty</li><li>■ Flexible, willing to adapt and take on new ideas,</li><li>■ Commitment to sustainable development</li><li>■ Collaborative approach</li><li>■ Enjoys working in a multicultural environment</li></ul> |
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## **CONDITIONS**

- French Volunteering Contract (VSI : Volontariat de Solidarité International)
- Starting date: May 2014 (Mandatory Pre-departure training in April)
- Location : Phnom Penh, Cambodia
- Monthly allowance according to ISV conditions
- Other Benefits: Health and repatriation insurance;
- ISV duration: 2 years.

## **TO APPLY**

Interested candidates are invited to submit their CV and a motivation letter to: [recrutement@geres.eu](mailto:recrutement@geres.eu)

**Reference to specify:** ISV\_GKH\_Testing Spe

Only pre-selected candidates will be contacted for an interview.

GERES is an equal opportunity organization: suitable applications are invited irrespectively of age, race, religion, gender and physical criteria.