

Director Strategy, Policy & Regulations

Job Description and Eligibility Criteria

Position Name: Director Strategy, Policy and Regulations

Position Grade: NPG-1

Directorate: Planning, Policy, Innovation, Program & Research

Location: Islamabad

Key Responsibilities

- Review, update, prepare, and strategize follow up on national policy on energy efficiency in coordination with internal and external stakeholders.
- Oversee the implementation of strategic initiatives within for day-to-day activities ensuring that departmental objectives align with the overall strategic plan of the organization.
- Lead to undertake relevant research to develop initial drafts of the policies, strategies, action plans, programme proposals/PC-1s, policy briefs and concept notes for the consideration Senior Management and NEECA Board if required.
- Develop, design, identify and recommend energy savings strategies and programmes to achieve more energy-efficient operation through R&D, Innovation, policy design, and mass awareness etc.
- Take lead for identification and if required collecting data (may include supervision for development of data collection tools and methodology) for national level energy efficiency and conservation analyses, using different research techniques.
- Design and develop EE&C programmes ensuring adherence to the guidelines under solicited or unsolicited RFPs, PSDP proformas, EAD concept notes, P3A proposal application especially regarding budgets and timelines, conforming to applicable laws and / or approved rules, regulations and specifications in close coordination with Directorate's Team.
- Spearhead relevant and regular research and development to assist other departments within the organization to identify the potential areas for improvements / innovations / best practices; also conduct need assessment in close coordination with other sister departments at the Authority to develop solutions to initiate, catalyze, carry out and coordinate to determine different technical specifications for energy efficient systems, equipment, services, infrastructure, etc., contribution to the long term goal of energy efficiency and conservation in the economy.
- Establish Monitoring, Evaluation and Learning (MEL) policy, plan and mechanisms at NEECA to evaluate objectives and KPIs of the strategic plan.
- Conduct Market Surveys to analyze the service values and willingness to pay from the manufacturers and respective associations.
- Support the Directorate to Initiate requests for foreign technical and financial assistance in line with the provisions of the NEECA act and as per applicable organizational procedures.
- Lead and initiate demonstration and research and development programs in support of NEECA functions.
- Develop program proposals for international coordination on energy efficiency and conservation policy instruments/program/projects/activities/initiatives.
- Ensuring successful completion of projects, responsible for the creation, organization, execution and completion of projects / programs. This includes managing projects: scope, schedule, finance, risk, quality, resources and sustainability.

- Lead conceptualization, design, development of the program / project proposals for national / international coordination on energy efficiency and conservation policy instruments/program/projects/activities/initiatives and responsible for its implementation/ rollout. Successful commissioning of PSDP and other programs through programme development and coordination with sister units.
- Any other relevant duties and tasks as assigned.

Qualification and Experience

- Master's degree in Public Policy/Economics/ Social Sciences / or any related discipline from HEC recognized university.
- At least 10 years of post-qualification recognized and verifiable experience in the relevant field.
- Maximum age of the candidate should not be more than 45 years on the date of advertisement of this position.
