ENERGY REGULATION BOARD

VACANCY ANNOUNCEMENT

Job Title: Field Officer Technical (x2)
Job Type: Fixed-term contract (**three (3) years**)
Location: Southern Region Office – Livingstone and Northern Region Office - Kasama
ERB Grade: ERB 6
Reports To: Zonal Engineer

Background

The Energy Regulation Board (ERB) is a statutory body created by the Energy Regulation Act No. 12 of 2019 to regulate Zambia's energy sector. The ERB invites applications from qualified and experienced Zambian nationals to fill **two (2) Field Officer positions** in the Petroleum and Gas Department, Fuel Marking unit, based at the Southern Region Office – Livingstone and Northern Region Office – Kasama.

Job Purpose

To conduct sampling and testing of petroleum products from depots, road tankers, rail wagons, retail sites and consumer facilities; investigate suspected adulteration of petroleum products; maintain an up-to-date database of retail outlets and points of consumption within the designated zonal area; reconcile marked fuel volumes at designated marking depots within the zone; and submit daily, weekly and monthly operational reports.

Main Duties and responsibilities

- Conduct sampling and testing at retail sites and consumer facilities in line with the Key Performance Indicators (KPI) framework for the Fuel Marking Project. Generate on-site test reports, communicate results to site operators, compile consolidated reports and upload field test results to the online platform for real-time management information.
- Validate marked fuel volumes at all designated marking points in the zone and produce reports for the attention of the Zonal Manager.
- Maintain and update the database of all retail and consumer sites in the zone.
- Investigate petroleum product quality complaints and prepare reports with recommendations.
- Provide technical advice on the sampling and testing of petroleum products.
- Verify stock levels at filling stations and depots for management information.
- Prepare monthly reports on activities undertaken.
- Perform any other duties as requested by the supervisor from time to time.

Other Skills/Attributes

- Courtesy
- Interpersonal skills
- Computer literacy
- Analytical skills
- Integrity
- Confidentiality
- Ability to explain technical terminology clearly to all concerned.
- Ability to write technical reports, including sampling and audit reports, and prepare standard operating procedures and guidelines for the petroleum subsector.

Minimum Qualification and Experience

- Grade 12 Certificate or equivalent.
- Diploma in Engineering/Sciences or any other related field.
- Three (3) to five (5) years' relevant work experience.
- Verification of all qualifications by ZAQA is required

How to Apply

Applicants must complete the pre-application form by following the link: ERB e-Job Application - Field Officer Technical (2) – Fill out form or by scanning the QR code below



1. Applicants who meet ALL the minimum qualifications above will be invited to submit soft copies of application letters, current Curriculum Vitae (with minimum two (2) professional referees, in *pdf version* and ZAQA certified photocopies of Grade 12 School Certificate, Diploma Certificate(s), and relevant professional qualification certificates.

2. Application deadline: **Tuesday, 3rd November 2026**.

ERB is an equal opportunity employer, both genders are encouraged to apply. Candidates involved in any lobbying shall be disqualified. Only short-listed candidates will be contacted.