

INTERNSHIP OPPORTUNITY

Background

The Energy Regulation Board (ERB) is a Statutory Body established by the Energy Regulation Act No. 12 of 2019 to regulate the energy sector in Zambia. Its key functions include licensing enterprises, setting prices for energy products and services, monitoring compliance and the quality of energy products and services and handling complaints from energy consumers.

The ERB seeks to engage a suitably qualified person under its internship program to fill the position of **Intern – Electricity (Kitwe)**

Purpose

To assist in carrying out inspections of electricity infrastructure in order to monitor compliance to approved standards and regulations in accordance with the Energy Regulation Act.

Responsibilities

- Assist in carrying out technical inspections of electricity facilities for new and existing undertakings to ensure adherence to prescribed technical standards, license conditions and other regulations.
- Assist in the development of technical standards.
- Review incident and accident reports and assist conduct investigations in the Electricity Supply Industry.
- Assist in preparation of relevant evaluation reports for submission to the Engineer – Electricity. This includes reports such as system and key performance indicators (KPIs), outcome of incidents, accidents, and customer complaints investigations.
- Maintains a database of all undertakings in the electricity sub-sector to facilitate inspections, monitoring of performance and efficiency trends.
- Prepares monthly and quarterly reports on activities for consolidation into the Regional Report.
- Performs any other duty as may be required by the supervisor from time to time.

Required Skills and Attributes

- Strong analytical skills with attention to detail.
- Good communication and interpersonal abilities.
- Integrity and confidentiality.
- Knowledge in utilising auditing software and Microsoft Office 365; and
- Good report writing skills.

Eligibility Criteria

- Must be a Zambian citizen.
- Must have a Grade 12 School Certificate, five O levels at University entry level.
- Must have a Degree in Electrical Engineering or its equivalent from a recognised university.
- Applicants should have graduated not more than three (3) years ago and should have relevant industrial experience.
- Knowledge of the ERB operations and the energy sector in Zambia would be an added advantage.

How to Apply

Applicants must submit an application letter, current Curriculum Vitae (word version), photocopies of School Certificate, Degree Certificate or Transcript only via email to: jobs@erb.org.zm not later than **Monday, 20th November 2023** addressed to:

The Director General
Energy Regulation Board
Plot No. 9330, Danny Pule Road
P.O. Box 3763 I
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Only short-listed candidates will be contacted.