



GERMI would like to recruit personnel (contractual appointment) for the Renewable Energy, Environment and Energy Efficiency (RE4) Research Wing as per the below details.

Date: 28-09-2017

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| 1. | Position | : | Project Officer (Training Group, RE4 Research Wing) |
| | No. of Positions | : | 1 (one) |
| | Type of Position | : | Contractual |
| | Maximum Remuneration | : | Rs. 38,000/- per month |
| | Minimum Qualification and Experience | : | - B.E./ B.Tech in Engineering with M.E./ M.Tech. in Electrical/ Electronics/ Energy/ Solar Engineering, with minimum 1 (one) year work experience in Energy/ Solar field in research/ academic/ industry |
| | Additional Desired Qualification | : | - Certificate courses in related fields |
| | Additional Desired Experience | : | - Ability to work in a team - Experience to handle training programs - Experience in Project Management |
| | Skills Required | : | - Knowledge of Solar Energy and Systems - Basic knowledge of Energy Audit and Solar System Audit - Strong written and oral communication - Ability to write proposals - Knowledge of Solar Energy Softwares - Strong documentation and organizational skills - Open to learning and immediately putting it in practice |
| | Job Description | : | - Perform Energy Audit and Solar Audit as a team member - Prepare Energy Audit Report - Help develop Solar Laboratories to various GERMI affiliated Institutes/ Organizations - Develop Curriculum for customized Solar Trainings - Manage a training program - Write proposals - Develop and manage project documentation - Assist in writing and analysing technical reports - Assist project coordinators with coordination work - Manage/ coordinate projects and specific programmes - Analyse various technical activities - Prepare proposals and contracts - Assist in development activities of the organization |

NOTE:

1. The eligible applicants may send the complete application which includes the following list of documents (in the order mentioned):
 - i. Curriculum vitae as per Proforma-A (<http://www.germi.org/downloads/Proforma-A-cv.pdf>)
 - ii. Photocopy of the educational certificates and relevant documents

Only eligible candidates should apply. Mention clearly in your application the position applied for. **Duly filled application proforma with all documents should be sent to recruitment@germi.res.in on or before 6:00 pm (IST), 12th October, 2017** addressed to Director General, GERMI. **No hard copy is to be submitted.** All original documents should be carried by the shortlisted candidates at the time of interview.