

DATA SPECIALIST/ ACCOUNTING FOR UTILITIES

Technical Assistance package for the Sustainable Energy Support Programme in Tajikistan

Terms of Reference for Short Term Expert	
Expert position	Energy Data Analyst and Regulatory Accounting Specialist - Energy Sector Technical Assistance Programme
Expert Category	Senior
Mission start-end date	01.03.2024 - 13.11.2027
Minimum requirements	<p><i>Skills and qualifications:</i></p> <ul style="list-style-type: none"> ▪ A University degree in sciences, information management, data analytics, computer science, or a related field university degree, min Bachelor <p><i>General experience:</i></p> <ul style="list-style-type: none"> ▪ Minimum 12 years' overall experience in data analysis. ▪ Minimum 3 years of experience in power utilities as a data specialist. ▪ Working proficiency in oral and written English and excellent command of Russian and/or Tajik. ▪ The candidate must have in-depth knowledge of data retrieval and storage systems, ability to work independently on complex projects, excellent communication and report-writing skills, strong analytical and problem-solving abilities, experience in end-user training and support. ▪ Candidate should have Expertise in the energy system planning and management, energy sector regulatory frameworks, data analysis and modelling tools and collaboration with diverse stakeholders.
Duration/working days	Up to 205 working days [for three positions or one up to 615 days]
Task(s) assigned	Conduct thorough data analysis of client information and storage systems, assist in the creation and implementation of digital conversion programs tailored to client needs, install and maintain data collation software; support data extraction from various sources, import and transfer data to secure central databases, perform regular data integrity and quality audits, conduct training sessions on data collation report creation and submission, troubleshoot information storage issues and provide end-user support, train staff in data storage and retrieval processes, reinforce data confidentiality and manage database backups, engage in regulatory accounting tasks specific to the energy sector (generation, transmission, and distribution).
Output(s)	Inception, mission and progress reporting, etc. as requested including filled in data spreadsheets on power utilities performances (monthly) in agreed formats.