

<b>Graduate Internship</b>	GIZ South African–German Energy Programme <b>(SAGEN)</b> Support to the South African Photovoltaic Industry Association <b>(SAPVIA) PV GreenCard Programme</b>
Reports to:	SAGEN Technical Advisor

## 1. Project Background

The **South African–German Energy Programme (SAGEN)** employs interns to expose young South African graduates to the field of renewable energy and energy efficiency in order for them to develop their experience and skills and ultimately increase their employability. SAGEN supports the **South African Photovoltaic Industry Association (SAPVIA)** and collaborates on topics to strengthen the **Solar Photovoltaic (PV) energy industry** to improve investment conditions in the renewable energy sector.

The job description below is for an intern to be employed to support the coordination and management of the implementation of the **PV GreenCard Programme**. In this capacity the intern will closely support and collaborate with the SAPVIA programme management. More information on the programme can be found on [www.pvgreencard.co.za](http://www.pvgreencard.co.za).

The position will be based at SAPVIA offices in Johannesburg (RE Hub, 53 Dudley Road corner Bolton Avenue, Parkwood).

## A. ROLES & RESPONSIBILITIES

### Main Outputs for internship:

1. The intern will be supporting the co-ordination and management of the PV GreenCard Programme – his/her task will therefore comprise but not be limited to:
  - Coordinate and manage stakeholder engagement forums
  - Market research and information gathering on Solar PV Rooftop trends based on international and national experiences
  - Development of a marketing and communication plan to disseminate relevant information through to the target market
  - Assist with the finalisation of the PV GreenCard website and online platform

- Draft and finalise project documentation; including but not limited to the PV GreenCard project plan, business plan, close out report, training manuals
- Understand the PV GreenCard programme to assist with public questions and queries to provide the most up to date information
- Development of processes and controls to ensure the inclusion of project partners and/or affiliates and/or sponsors
- Scoping the Solar PV rooftop market segment by developing a database of relevant installation companies, installers and installations

## **B. Required Qualifications, Competences and Experience**

### **Qualification**

- Bachelor degree or studying towards a Master degree in Project Management, Economics, Politics, or Renewables.
- A Master's degree will be an advantage but is not a requirement.

### **Competence**

- Excellent MS-office skills (outlook, power point, word, excel)
- Very pro-active, independent worker.
- Excellent communication skills (oral and written English)
- Excellent organisational skills.

Suitable candidates should apply by submitting a detailed CV and motivation letter outlining their motivation and qualification to: [recruit-pretoria@giz.de](mailto:recruit-pretoria@giz.de) attention Head of Human Resources Unit, Dorothey Taaibosch.

Closing date for applications: **11 August 2017.**

**Only South African Permanent Residence holders and South African Citizens will be considered and only shortlisted candidates will be informed.**