



JOB DESCRIPTION of World Friends Korea(WFK) -Advisor & Techno Peace Corps(TPC)

※ Please complete the form and mark on the box.

General Information	
■ Expert Title	<input checked="" type="checkbox"/> ① KOICA advisor <input type="checkbox"/> ② NIPA advisor <input type="checkbox"/> ③ Techno Peace Corps
■ Area of expertise	Development
■ Job Title	Expert in Energy Policy
■ Location, Country	La Paz, Bolivia
■ Number of Expert	1
■ Duration	12 months
Detailed information of the requesting organization	
<p>■ Organization Name : <i>Ministry of Hydrocarbons and Energy (MHE)</i></p> <ul style="list-style-type: none"> - Requesting Department : <i>Viceministry of Planning and Energy Development</i> - Office Name : <i>General Direction of Planning and Management</i> <p>■ Type of Organization</p> <p> <input checked="" type="checkbox"/> Government <input type="checkbox"/> Public organization <input type="checkbox"/> Public corporation <input type="checkbox"/> University <input type="checkbox"/> Research institution <input type="checkbox"/> Others : </p> <p>■ Working Day/Hours : 8 hours</p> <p>■ Contact Person : <i>(Please nominate someone from your organization who will be responsible for the work of Korean experts)</i> Ingrid Liliana Antelo Trigo – General Director of Planning and Management</p> <p>■ Tel/Fax/E-mail : Cel N°: +591 70525465 Email: <liliana.antelo@hidrocarburos.gob.bo>;</p> <p>■ Duty Station : La Paz, Bolivia Av. Mariscal Santa Cruz, Centro de Comunicaciones La Paz, Piso 12</p> <p>■ Major activities of the Organization : <i>(Please list at least three)</i></p> <ul style="list-style-type: none"> - Establish the Bolivian Energy Plan - Management of energy demand proposing efficiency policies - Establishing long term and short-term goals for the energy supply with projects. 	





- Major activities of the department where WFK – Advisor/TPC will be dispatched
 - Management of energy demand proposing efficiency policies
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- Experience of working with WFK – Advisor/TPC
 - Yes No
- If yes, please describe the tasks of WFK – Advisor/TPC
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Description of Tasks

- The tasks to be undertaken by the WFK – Advisor/TPC will be:

(Describe the overall objectives of the task, why this task is needed and what the expert will doing)

 - **Summary :**
 - Sharing the experience of policy establishment for the Bolivian Energy Plan
 - Management of energy demand
 - Proposing efficiency policies
 - Establishing long term and short-term goals for the energy supply based on projects.
- Responsibilities of WFK – Advisor/TPC *(Please mark all that apply and type in detail)*
 - Policy making and Strategic planning** *(Only for the Advisor)*
 - Suggest policy for the Bolivian Energy Plan
 - suggest polities on Energy Efficiency
 - Technical support**
 - Provide Technical support on how to implement policies based on exchange experiences
 - Research**
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 - Lecturing**
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 - Training of local staff**
 - Strength the actions of the Vice Ministry training the staff on energy prospective
 - Other**
 - Other analysis asked by the Director or Vice minister

Expected Results/Output





■ **Expected results/output of the tasks by the WFK – Advisor/TPC include:**

- Long-range policy on energy development
- Strategy on Energy Efficiency
- A plan with SMART goals in the Energy Sector that allows the promotion of Energy Efficiency and Sustainable projects

Required(Preferred) qualifications of WFK – Advisor/TPC

(List the minimum essential qualifications required for the experts to successfully carry out this task)

■ **Gender**

- Male Female No preference

■ **Educational Background**

- Bachelor's Degree Master's Degree Doctor's Degree

- MBA or MSc or equivalent in Development or Planning is an advantage but not a requisite

* **Similar or other educational background will be fine if the selected expert has an ability to do the requested tasks**

- Yes No

■ **Required Work Experience***(Specify work experience required for the experts)*

- At least 10 years of work experience in relevant areas (energy)
- At least 5 years of specific experience in lithium sector

* **Similar or related work experience will be fine if the selected expert has an ability to do the requested tasks**

- Yes No

■ **Language : English**

(Official business language will be English. If your organization requires the use of other languages, please provide reasons)

- **Reasons :** Spanish is an advantage, but not a requisite

■ **Other Requirements***(Identify desired skills or qualifications for the task)*

- Excellent inter-personal and communication skills

Description of the Workplace

■ Location of the workplace	- <u>0</u> km from the capital city - <u>1/2</u> hours by <u>bus or teleferic</u> (transportation)
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<p>■ Information on the co-worker who will work closely with the WFK-Advisor</p>	<p>- Full Name (Mr./Ms.) : Freddy Gustavo Velasquez Robles</p> <p>- Position/Work area : Head of Economic Development and Management area</p> <p>- Tel/E-mail : Cel: +591 71060049 fvelasquez@hidrocarburos.gob.bo</p> <p>- English Language Skill :</p> <p><input type="checkbox"/> Basic <input type="checkbox"/> Intermediate <input checked="" type="checkbox"/> Advanced</p>		
<p>■ Administrative and financial arrangements to be provided by your organization for the WFK-Advisor/TPC <i>(Please mark on the box)</i></p>	<p>Items</p>	<p>Available</p>	<p>Not available</p>
	<p>Housing</p>	<p><input type="checkbox"/></p>	<p><input checked="" type="checkbox"/></p>
	<p>Transportation</p>	<p><input type="checkbox"/></p>	<p><input checked="" type="checkbox"/></p>
	<p>Others</p>	<p><input checked="" type="checkbox"/> PC <input checked="" type="checkbox"/> Internet access <input type="checkbox"/> Air Conditioning <input checked="" type="checkbox"/> Desk <input checked="" type="checkbox"/> Chair <input type="checkbox"/> Others()</p>	<p><input checked="" type="checkbox"/> Printer <input type="checkbox"/> Phone <input type="checkbox"/> Heater <input type="checkbox"/> Bookshelf</p>
<p>■ Other information that may help the WFK-Advisor/TPC adapt to the local environment <i>(Living conditions, weather, allowance, other comments, etc.)</i></p>			
<p>■ Photos (if possible)</p>			

** Once the experts are selected based on your request, you are required to cooperate with the Korean implementing agencies by providing the necessary administrative procedures such as visa, acceptance letter, etc. Without your cooperation, expert dispatching will not be available and/or will be cancelled. Thank you for your cooperation.*

May25th, 2023
 (Date of filling out the form)
 Lic. Mario Alberto Sapiencia Arrieta
 (Name of the person in charge)
 Viceministry of Planning and Energy Development (VMPDE)
 (Position of the person)

Signature with official stamp
 Lic. Mario Alberto Sapiencia Arrieta
 VICEMINISTRO DE PLANIFICACIÓN Y DESARROLLO ENERGÉTICO INTERINO
 MINISTERIO DE HIDROCARBUROS Y ENERGÍAS

