



AFRICAN PETROLEUM PRODUCERS' ORGANIZATION
ORGANISATION DES PRODUCTEURS DE PETROLE AFRICAINS
APPO

VACANCY

The African Petroleum Producers' Organization (APPO) is looking for qualified candidates, citizens from its fifteen (15) Member Countries to fill the vacancy below:

HEAD OF HYDROCARBONS STUDIES UNIT			
Code of the Position:	06.1	Minimum qualification:	First degree
Title (Acronym):	Head of Hydrocarbons Studies Unit (HHSU)	Experience:	10 years
Group:	Group II	Category:	GIIC1E1
Reporting Authority:	Director of Rilwanu LUKMAN Research and Development Centre (DRDC)	Age range:	Between 35 and 50 years
Duration of mandate: 3 years renewable once			

No.	Position	Main missions	Required profiles
1.	HEAD OF HYDROCARBONS STUDIES UNIT	<p>Objective: Provide technical support to APPO in general and the RilwanuLukman Research and Development Centre in particular, by undertaking and promoting scientific research and development in the field of hydrocarbons and energy. Contribute to enhancing the prospects of unexplored and frontier areas in APPO Member Countries. Support APPO in the organization of, and participation in, relevant conferences, seminars and workshops.</p> <p>Tasks:</p> <ol style="list-style-type: none"> 1. Assist APPO Member Countries in formulation and revision of national policies for hydrocarbon industry development; 2. In conjunction with the Capacity Development and Technical Cooperation Unit, undertake basin studies and conduct relevant research and development to facilitate hydrocarbons exploration in APPO Member Countries; 3. Promote optimum exploitation and utilization of existing hydrocarbon resources in APPO Member Countries; 	<ol style="list-style-type: none"> 1. Holds a first degree in petroleum studies or any other relevant qualification/certifications issued by a recognized university/higher education institution/professional body; 2. Age range: Between 35 and 50 years; 3. Minimum of ten (10) years professional experience in petroleum sector; 4. Strategic thinking on program implementation in the oil and gas sector; 5. Relevant experience in the planning and execution of major policies, programs and projects in the oil and gas sector as well as in related activities; 6. Good knowledge of computer and office tools, and MS Excel, PowerPoint and MS Project would be an added advantage; 7. Good analytical skills, organizational skills and ability to work in a team setting within a multicultural environment; 8. Ability to take initiative, sense of discipline and ability to work under pressure;

		<ol style="list-style-type: none"> 4. Conduct studies on, and recommend measures for, enhancing environmental sustainability relating to hydrocarbon operations; 5. Establish and maintain APPO databases; 6. Support the promotion and use of clean, economic and alternative fuels in the energy mix of APPO Member Countries; 7. Provide consultancy, advisory and laboratory services, expertise and facilities included for consideration as an additional source of revenue for APPO; 8. With inputs from the Meeting of Managing Directors of NOCs, support the development of programmes for APPO's CAPE and other conferences; 9. Conduct research on the development and commercial application of alternative energy resources and technologies; 10. Through the Director Rilwanu Lukman Research and Development Centre, support the Capacity Development and Technical Cooperation Unit to establish bilateral and multilateral research partnerships with universities, IOCs, IEOs, and other relevant entities; 11. Perform such other functions for APPO in hydrocarbon sector research and development as the Director Rilwanu Lukman Research and Development Centre or Secretary General may determine from time to time. 12. Carry out all other duties and tasks assigned to him/her by the Director of Rilwanu LUKMAN Research and Development Centre. 	<ol style="list-style-type: none"> 9. Ability to manage a team in a multicultural environment, develop good relationships with other staff and share knowledge; 10. Delegation and decision-making capacity.
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APPLICATION METHODOLOGY

All applications shall be sent to the Executive Board Member of the country of origin of the candidate who shall make a national preselection and send the best candidate to the APPO Secretariat through an official letter. The application shall contain:

1. Application letter;
2. Cover Letter;
3. One (01) letter of reference;
4. Certified true copies//Notarized copies of degrees and work certificates; [Background Check]
5. Copy of valid ID card/passport;
6. Copy of a police record dated no less than three (03) months;
7. Curriculum Vitae dated and signed by the author.