



sanedi

South African National Energy
Development Institute

ENERGY INNOVATION FOR LIFE

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JOB REQUIREMENTS

Position: Project Manager: General Project Management

Programme: Programme 4

Division: Energy Secretariat

Location: SANDTON

Period: Fixed Term Contract - 1 year

Background of SANEDI and the Energy Secretariat Programme

The South African National Energy Development Institute (SANEDI) was established in 2011 under the National Energy Act, 2008 (Act No. 34 of 2008) (NEA). The Act provides for SANEDI to direct, promote energy research, and technology innovation as well as undertake measures to promote energy efficiency throughout the economy.

The Energy Secretariat is responsible for supporting the successful implementation of the four energy Research Development and Innovation (RDI) flagship programmes, namely the:

- Coal CO₂-X RDI flagship programme;
- Energy storage RDI flagship programme;
- Hydrogen South Africa (HySA) programme; and
- Renewable Energy Hub and Spokes Programme.

SANEDI, through the Energy Secretariat acts as the Programme Manager for the RDI Flagship Programmes on behalf of the Department of Science and Innovation (DSI).

1. About the position

The mandate of the position is to assist the Head: Energy Secretariat to manage the implementation of the various alternative energy research, development, and innovation (DSI) initiatives on behalf of the Department of Science and Innovation (DSI), including the implementation of the Hydrogen South Africa Programme, the.

In addition, the successful candidate must have the following qualities:

- Pay attention to detail as the job requires being careful about detail and thorough in completing work tasks.
- Be an analytical, able to analyse information and using logic to address work related issues and problems.
- Have integrity as the job requires being honest and ethical.
- Be reliable, responsible, and dependable in fulfilling obligations.
- Take initiative and be willing to take on responsibilities and challenges.
- Adaptability and flexibility as the job requires being open to change.

2. Qualifications and experience

Qualifications:

- Minimum 4 year B-tech or bachelor's degree in science or engineering

3. Experience:

Minimum of five years in Project Management or engineering-related working experience in the energy sector.

4. Job Knowledge

- Knowledge of the DSI flagship programmes.
- Knowledge of research, development and innovation activities in the energy sector.
- Knowledge of Government science, technology and innovation (STI) systems, in particular the National System of Innovation.
- Knowledge of the 2019 White Paper on STI
- Good understanding of the corporate governance systems, policy and strategy analysis development and implementation.
- Knowledge of the relevant policies and legislations, such as the Intellectual Property Rights from Publicly Financed Research and Development Act, National Development Plan and the Public Finance Management Act.
- In-depth understanding of the South African energy system; and global energy system; and
- well-developed understanding and knowledge about hydrogen and fuel cell technologies and renewable energy technologies.

5. Skills

- Project Management.
- Contract management
- Financial Management.

- Computer Literacy (MS word, Excel, PowerPoint, Process flow, and databases)
- Presentation
- Negotiation.
- Report writing.
- Excellent Communication skills.
- Good Interpersonal and Listening skills; and
- Problem solving skills.

6. Personal attributes

- Flexibility.
- Ability to work in a team and individually.
- Creativity.
- Analytical;
- Hard worker;
- Reliability; and
- Integrity.

7. Responsibilities of the role

7.1 Project Management and co-ordination of the Energy RDI Flagship Programmes

- Manage all DSI deployments and projects in various sites
- Identify opportunities for technology localization and demonstration
- Facilitate technology demonstration projects through facilitating partnerships between industry partners and academics/researchers working on the DSI programmes.
- Engagement of various stakeholders as and when required.

- Support the Head of the DSI Energy Secretariat in management and coordination of various DSI projects and programmes.

7.2 Management and coordination of the energy RDI deployments

Tracking and monitoring of the implementation of project plans for the deployments

- Updated project plans Platinum Valley, the Hydrogen Society Roadmap (HSRM) and the Energy Research and Development Strategy.
- Ongoing engagements with the Project Manager and the relevant key stakeholders Progress reports provided on a weekly basis
- Required inputs provided
- Implementation of the Call for Proposals for RDI deployments
- Terms of Reference drafted and advertised
- Call for Proposals implemented
- Ensure contracts for the implementing agencies are in place and updated accordingly

7.3 Management and coordination of the Platinum Valley

- Facilitate ongoing engagements with the Hydrogen Valley Consortium and implement DSI-related agreed actions emanating from these engagements
- Presentations conducted
- Required inputs to Memoranda of Understanding, Memoranda of Agreement, Non-Disclosure Agreements provided
- Facilitate ongoing engagements with industry, civil society, other government departments, etc
- Minutes of meetings drafted

- Synthesis of relevant documents and required inputs provided (i.e. Memoranda of Understanding, Memoranda of Agreement, Non-Disclosure Agreements, Policy Briefs, Policy documents and Strategy documents)
- Facilitate DSI-led planned HCoordinate the process of Identifying and exploitation of RDI opportunities in Platinum Valley/Hydrogen Valley
- he DSI's position/role in the Platinum Valley/Hydrogen Valley
- Facilitate prioritisation of RDI opportunities and recommend for support by the DSI
- Synthesis of relevant policy and strategic documents and required inputs provided
- Implementation of Platinum Valley/Hydrogen Valley-related as well as other DSI programmes Call for Proposals.

8. SANEDI's Customer Profile

DSI, Science Councils, Universities, Government, industry, academia and the innovation institutions

9. Additional Information

The project manager will be based at the SANEDI office in Sandton, Johannesburg.

Please email a detailed CV to: GPmanagement@sanedi.org.za

The closing date for this position is: **26 September 2023**

Should you not hear from SANEDI within 30 days after closing of this advert, please consider your application unsuccessful.