

Internship Programme on Energy Modeling and Policy Planning Department (MPP)



ASEAN CENTRE
FOR ENERGY

Backgrounds:

The ASEAN Centre for Energy (ACE) Internship Programme offers a small number of outstanding students the opportunity to acquire work experience with ACE at the ASEAN level.

As an intergovernmental organisation that represents ASEAN Member States' (AMS) interest in the energy sector, ACE serves as a think tank, catalyst and knowledge hub, supporting AMS to implement the ASEAN Plan of Action for Energy Cooperation (APAEC). The APAEC Phase II: 2021-2025 focuses on seven (7) Programme Areas (PAs), including PA 6 on Regional Energy Policy and Planning (REPP).

The Energy Modeling and Policy Planning (MPP) department leads the energy research and cooperation activities in ASEAN, especially to implement the REPP Programme Area including cross-sectoral issues, e.g., energy-climate, gender, just energy transition, digitalisation, and support other PAs of the APAEC. Among others, the department is responsible for the development of the ASEAN Energy Outlook (AEO) and ASEAN Energy Database System (AEDS).

In this regard, ACE is providing up to **three (3) new internship opportunities** to be involved in research and cooperation activities in the MPP department.

This position is open to the ASEAN nationalities only. Female candidates are strongly encouraged to apply.

Responsibilities:

Under the general guidance of MPP Team, the interns will support MPP research and cooperation activities. This will include but not be limited to:

- Assist the research activities, including but not limited to desktop research, data collection and processing, stakeholder management, and proposal/report preparation.
- Assist in implementing MPP projects.
- Contribute to creating publications and content for the website or other media, e.g., Reports, Policy Briefs, Op-Eds, blog posts, etc.
- Support preparing meetings and events organised by MPP, including post-event reporting.
- Support other activities as assigned by the supervisor.

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Qualifications:

- Enrolled in a bachelor's or master's degree in science, engineering, statistics, international relations, law, or other related degrees.
- Fresh graduates are preferred, but they must commence the internship within six (6) months after graduation.
- Knowledge of energy policy, data analysis, and/or modeling is preferred.
- Good computer skills in the Microsoft Office suite. Any other software skills, especially in data analysis, visualisation, and programming, are a plus.
- Professional work experience is not required. However, any exposure or involvement in the energy sector and/or ASEAN is a plus.
- Strong willingness to learn about the energy sector.
- Ability to work in a team and to adapt to a diverse working environment.
- Maintain good English writing and language skills.
- Have good academic performance, as demonstrated by recent university records.

The internship will be conducted on a hybrid basis, but up to three (3) days per week may be requested to present at the ACE office. He/she must be able to comply with ACE's normal office hours: 9.00 AM to 5.00 PM Jakarta Time (GMT+7).

The internship duration is four **(4) months, possibly from March to June 2025** or earlier.

At the end of the internship programme, the intern needs to present the summarised activities and key outputs from the internship in a sharing session for all ACE staff.

Potential candidates will be contacted directly by the Human Resource Unit for further consideration. The selection procedure may also include a written test and an interview.

The intern is entitled to an internship allowance of IDR 100,000 per effective working day to cover their daily meal and transport.

How to Apply:

Read more information at <https://aseanenergy.org/vacancies/> and click "**Apply here**" by **16 February 2025** at the latest.

The Selection Committee's decision is final, and only shortlisted candidates will be notified.