



Job Title: Technical Project Manager (TPM)

Organization: Light Up The World (LUTW) www.lutw.org

Position Type: Full-Time

Job Region: Based in Lima, Peru, with regular travel within Peru, as periodic travel to other countries

Application deadline: January 30th, 2017

Start Date: March 1st, 2017

About the Organization:

Light Up The World (LUTW) is a non-profit organization focused on the principle that access to energy changes lives. LUTW implements projects that provide sustainable energy solutions and lighting to communities without connection to the electrical grid. Since 1997 LUTW has been part of bringing light and sustainable energy to homes in 54 countries. LUTW established its first field office in Peru in 2010 to serve the estimated 4 million people in the country without access to electricity.

About the Job:

We are looking for an independent and self-motivated individual seeking work with a small and dynamic organization looking to grow our off-grid training and solar projects. The Technical Project Manager (TPM) is a full-time position based in LUTW's Office in Lima, Peru. The TPM is a key position at LUTW and is primarily responsible for 1) our training and education programs and our 2) technical aspects of off-grid solar projects. The TPM spends approximately 50% of their time working from Lima and 50% of their time in rural locations in Peru and other countries where LUTW is active.

Roles and Responsibilities of the TPM position:

1) Training and education programs

- a. Facilitate LUTW's off-grid solar photovoltaic (PV) system training workshops
- b. Lead and facilitate multi-day solar PV training programs for groups in rural areas (English and Spanish)
- c. Prepare and deliver education seminars about solar technology
- d. Develop and execute a strategy to promote LUTW's off-grid solar PV training programs in various locations
- e. Regularly revise and develop solar PV training and educational materials based on needs and feedback

2) Technical aspects of off-grid solar projects

- a. Serve as primary technical resource for the organization
- b. Lead the design of solar PV systems for different off-grid and back-up applications
- c. Perform and manage site assessments
- d. Prepare budgets for equipment and materials necessary for installations

- e. Manage local and international procurement, logistics and inventory
- f. Carry out monitoring and evaluation visits
- g. Research and evaluate new products applicable to projects

3) Other core responsibilities

- a. Support LUTW team in facilitating volunteer programs
- b. Assist with the development of LUTW's policies related to all aspects of project implementation in collaboration with other LUTW staff
- c. Provide input for funding applications as necessary
- d. Represent LUTW at conferences, presentations and meetings as necessary
- e. Assist in gathering materials to be used in LUTW's external communications
- f. Provide technical consulting services to other entities

Skills and Qualifications:

LUTW is seeking a candidate with a diverse skill set to fill this position. The ideal candidate will match the following profile:

- a. Previous experience working with solar photovoltaic systems
- b. Previous experience facilitating training workshops, education seminars and developing training materials
- c. Previous experience managing projects
- d. Knowledge of basic electrical theory
- e. A minimum of intermediate Spanish and English is required
- f. Committed and prepared to work a varied schedule and in basic rural conditions
- g. Ability to work independently as well as within a team
- h. Ability to solve problems in a methodical/systematic approach
- i. Organized, self-motivated and able to self-manage
- j. Cross cultural communication skills
- k. Strong and clear communicator (e.g. respond to emails in a timely manner and provide thoughtful, feedback in meetings and working documents)
- l. Detail oriented, efficient, and able to promptly meet deadlines
- m. Strong interest in solar and willing to stay abreast of solar industry news and developments
- n. Ability to be based in Lima, Peru with regular travel in that country and other countries
- o. Previous work experience in Latin America is an asset

The job posting is available to Canadian citizens/permanent residents and Peruvian nationals (Peruvian contract). People of other nationalities may apply if they have existing eligibility to work openly in Peru or Canada.

Salary: Commensurate with experience based on LUTW's Salary Scale for Field Staff.

How to Apply: Interested candidates should forward their resume and a cover letter to c.schultz@lutw.org by **January 30th, 2017**. LUTW thanks all candidates; however only candidates selected for interviews will be contacted.

