

### **Job Profile**

<b>Post title</b>	Petroleum Industry Analyst	<b>Post grade</b>	E
<b>Post no.</b>	5.3.03	<b>Dept./Office</b>	Research Division / Energy Studies Department
<b>Post reports to</b>	Head, Energy Studies Department	<b>Post supervises</b>	

### **Job dimensions**

Within the Research Division, the Energy Studies Department is responsible to monitor, analyze and forecast world energy developments in the medium and long term and reports thereon, in particular providing in-depth studies and reports on energy issues. It monitors developments and undertakes specific studies on energy demand and production-related technology, assessing implications for OPEC. It identifies and follows up key areas of energy-related emerging technologies and research and development (R&D), facilitates and supports planning and implementation of collaborative energy-related R&D programs of Member Countries, as well as identifies prospects for OPEC participation in major international R&D activities. It carries out studies and reports on developments in the petroleum industry, providing effective tools for carrying out model-based studies of analyses and projections of energy supply/demand and downstream simulation. It elaborates OPEC Long Term Strategy and monitors, analyzes and reports on relevant national or regional policies (fiscal, energy, trade and environmental), assessing their impacts on energy markets.

The Petroleum Industry Analyst studies and analyzes medium to long-term strategies, plans, operations and performance of petroleum-related companies and assesses the impact on OPEC and on the medium to long-term oil outlook. In addition, he/she monitors and analyzes developments in the petroleum industry structure and assesses their impact on OPEC.

### **Main Duties and Responsibilities**

The Petroleum Industry Analyst collects/treats data and analyzes and reports on major oil companies' strategies, plans, operations, performance and investment. He/she studies and analyzes developments in the petroleum industry structure and contributes to the preparation of technical reports on medium- to long-term developments. In collaboration with the Environmental Matters Unit studies and assesses developments in multilateral negotiations, in particular within the WTO framework, with relevance to the petroleum industry. In addition, he/she contributes to speeches, articles and presentations to internal meetings and various international forums.

### **Requirements**

Applicants must be nationals of Member Countries of OPEC and should not be older than 58 years.

## Required Competencies and Qualifications

<p><i>a) Educational</i> University degree (advanced degree preferred) in Economics, Finance or Engineering</p>
<p><i>b) Professional – Required specialised knowledge</i> Economic analysis; analysis of the financial performance of companies; analysis of company strategies; corporate planning; knowledge of oil companies' operations along the value chain</p>
<p><i>c) Professional - Experience</i> Minimum of 8 years (6 years in case of advanced degree) in the petroleum industry or in oil-related companies or institutions</p>
<p><i>d) Professional – Leadership skills</i> Analytical and presentation skills</p>
<p><i>e) Professional – IT skills</i> General MS Office skills</p>
<p><i>f) Communication skills, Presentation skills, Command of English</i> Communication skills in written and spoken English</p>
<p><i>g) Personal abilities &amp; interpersonal skills</i> Initiative, professionalism</p>
<p><i>h) Behaviour, Appearance, Manner</i> The personal qualities expected of international employees such as integrity, independence and impartiality</p>