

GreenDigital Limited
Terms of Reference
Analyst or Associate Analyst (Electrical Engineer)

The primary duties of this position include operation and maintenance of distribution system (medium voltage and low voltage) for a particular industry. In the initial phase, he/she will be involved in engineering, design, installation, testing and commissioning of distribution system. Engineer will have to work closely with the relevant agencies like Bhutan Power Corporation (BPC), contractors, vendors etc. Need to build and lead a vibrant team of engineers/technicians to maintain a reliable power supply for the industry.

To be a successful candidate, you will need to have a strong understanding of overall distribution system and LV & MV switchgears. Experience and knowledge in Supervisory Control and Data Acquisition (SCADA) and Distribution Management System (DMS) will have an added advantage.

The Analyst shall work under the direct supervision of the Project Manager, Projects Unit.

Specific Duties and Responsibilities:

- Manage distribution system for a particular industry,
- Plan and carryout operation and maintenance of distribution system including LV system,
- Monitor distribution system parameters like voltage, frequency, harmonics, load balancing etc.,
- Calculate and set protection parameters for LV and MV switchgears,
- Reliability Analysis for equipment and system,
- Carryout monthly energy consumption forecast,
- Coordinate with BPC,
- Motivate and manage subordinate staff members,
- Prepare monthly/annual reports, and
- Perform such other assignments, as required.

Qualification & Experience Requirement:

- Candidates must have Bachelor's degree in Electrical/Electrical & Electronics Engineering with a min. 50% aggregate. Min. of 5 years of relevant work experience (excluding the study period). Min. of 3 years of relevant work experience (excluding the study period) if the applicant has Maters degree (in any field).

Skill Requirement:

- Good knowledge/skill in power system analysis
- Experience in operation and maintenance of distribution system (33 kV system and below including low voltage (LV) system)
- Experience in operation and maintenance of distribution transformers
- Sound knowledge in Distribution Protection System
- Aware of distribution system standards
- Skill in underground cable (UG) system design, operation and maintenance.
- Aware of power tariff, energy and revenue forecast.
- Good analytical skill.
- Good skill in report writing.

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Other requirements

- Curriculum Vitae.
- Copy of Master's/Bachelor's Degree Certificates and Academic transcripts, Academic transcripts of Class 10 & 12.
- Letter of job experience.
- Copy of Citizenship ID Card.
- Security Clearance Certificate (approved online).
- Medical Fitness Certificate.
- 2 referrals/recommendation letters from non-family related referees.

Employment Type

- Regular

Salary & Others Benefits

- Salary and benefits shall be fixed within the existing GDL pay scales & in line with the GDL Service rules.