

**POSITION:**           **Research Associate Air Quality**

**PERIOD:**            2-year contract – start date: January 2017

**Concawe vacancy for a research associate to support the Air Quality Management Group activities (AQMG).**

**Purpose of the Role and specific responsibilities:**

Concawe is looking for a highly organized individual with the ability to manage and complete research projects in a timely fashion and support the Special Task Force Chairs (Emissions monitoring and Optical gas imaging (OGI) task forces) in the execution of their responsibilities.

- **Activities:**
  - Develops the scope, reviews proposals and project manages (including cost control) the execution of out-sourced research projects
  - Record information in a clear and traceable manner, using different media
  - Report on refining emissions to air (analysis different inventories)
  - Coordination of the work on the strategy for the evaluation and assessment of the impact of HCN emissions from refinery units.
  - Support the Special Task Force
- The candidate may additionally be required to help in a variety of tasks to support the Air Quality Management Group, for example:
  - Support the development and implementation of the annual technical research plan regarding refinery emissions monitoring and reporting as agreed with the Management Group and Science Director
  - Support the development and implementation of the annual project and budget proposal for the emission monitoring and reporting area. Facilitate and promote full cooperation between the technical taskforces.
  - Facilitate and coordinate participation Member Company experts to the different technical groups raise resourcing issues with Science Executive for Air Quality.
  - Report progress and inform appropriate Management Groups, Science Committee as appropriate on his/her activities.
  - Assist special task forces to write and edit Concawe technical reports, briefing papers, articles etc., on topics related to the field of activity.

**Concawe: Background Information**

Concawe is the science division of an international non-profit association (The European Petroleum Refiners Association aisbl) whose mission is to provide research & technical support to the EU downstream oil refining industry in the study of environmental, health, safety and testing issues relating to the refining of crude oil and the distribution and use of petroleum products, with the aim of improving the understanding of these issues by the industry, authorities, users and other interested parties.

The Association represents the interests of 41 Companies operating petroleum refineries in the EU. Members account for almost 100% of EU petroleum refining capacity and more than 75% of EU motor fuel retail sales.

**Professional Profile:**

**Education & Experience**

- Academic degree (MSc, PhD-level) in chemical engineering, environmental/natural sciences or chemistry .
- Good computer skills and experience of data analysis. Knowledge of MS Access will be an advantage.
- Technical expertise in the field(s) relevant to the emissions monitoring and reporting is desirable (Monitoring Techniques for Volatile Organic Compounds or VOCs: DIAL LDAR programs, OGI (IR camera). Reporting: E-PRTR reporting, emission factors development.
- Experience and a proven track record in a Member Company or in the oil refining industry, or similar. A minimum experience of 2 years is required.

**Skills & Competencies**

- EU citizen or permit to work in EU required
- Highly organised individual
- Good proficiency in English (oral and written) is essential; other EU languages are an advantage
- Interest in environment-related topics/research
- Excellent Excel skills and familiarity with MS-Access
- Excellent organisation skills
- Excellent transcription skills
- Self-starter and autonomous in his/her work
- Ability to ask for help when needed

**Organisational Fit:** Reports to the Science Executive for Air Quality

The position has the characteristics of a young professional assignment where the candidate will have the opportunity study in depth in some of the regulatory environmental challenges that the refining sector is facing today and work on the solutions to resolve these.

In addition, this posting provides a unique opportunity to profile yourself to the members of the association, with the chances for further career development with them or the association.

The position is based in Belgium (Brussels)

For application, please send your CV, your bibliography and motivation letter to: [recruitment@concauwe.org](mailto:recruitment@concauwe.org) mentioning "Concauwe Air Quality Research Associate" in the subject of your e-mail.

**Concauwe - Bd du Souverain, 165 – 1160 Brussels – Belgium - [www.concauwe.org](http://www.concauwe.org)**