

**POSITION: Concawe Substance Identity Group Research Associate**

**PERIOD: Open ended – start date: 01.07.2018**

**Concawe is looking for a Research Associate to support the Substance Identity Group (SIG).**

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

Concawe is looking for a highly organized individual with the ability to manage a diverse range of projects related to the identity and physical chemical properties of petroleum substances.

Responsibilities include:

- The day to day running of the Concawe Substance Identity Group, including interactions with analytical chemists from member companies, writing agendas, minutes and logging actions
- Active management and participation in Substance Identity Projects including drafting reports, maintaining / improving an analytical database, supporting interactions with European Chemical Agency and Member State Authorities and provision of timely data for annual update of Concawe REACH dossiers
- Set up and management of contracts and budget to support the above activities
- Report out on progress of Substance Identity Projects to other related groups within Concawe

**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 42 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 organic or analytical chemistry, biochemistry, is an advantage or equivalent experience of at least five years working in the Industry.

Experience with the following an advantage:

- Petroleum substances identification
- Database management
- Regulatory science

**Skills & Competencies Additional**

- Highly organised individual
- Good proficiency in English (oral and written) is essential; other EU languages are an advantage
- Chemical analytical skills an advantage
- Interest in environment-related topics/research
- Excellent Excel skills and familiarity with MS-Access
- Excellent communication skills
- Excellent transcription skills
- Self-starter and autonomous in his/her work
- Team player who asks and offers help when needed

**Additional**

- Permit to work in EU

**Organisational Fit:** Reports to a Science Executive

The position has the characteristics of a post-graduate assignment where the candidate can become familiar with the regulatory environmental challenges that the refining sector is facing today and work on the solutions to resolve these.

Therefore, in the first year of the assignment a minimum of four weeks of attending International recognised training courses in the field of the work depending on the incumbent's experience is foreseen.

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@concawe.org](mailto:recruitment@concawe.org) mentioning "Concawe Substance Identity Group Research Associate" in the subject of your e-mail.

*By applying for this vacancy, you agree that we use your personal data for recruitment purposes only. All your private information will be deleted from our files after the recruitment process.*

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