

POSITION **SCIENCE EXECUTIVE FOR WATER, SOIL & WASTE and OIL PIPELINES**

PERIOD Open ended – start date: 01.07.2018

Concawe is looking for a Science Executive For Water, Soil & Waste and Oil Pipelines, highly organized and able to coordinate Concawe's activities related to two management groups:

1. Water, Soil & Waste
2. Oil Pipelines

Purpose of the Role and specific responsibilities:

Responsibilities include issue identification and management of the sector's positions related to surface & ground waters, the marine environment, waste, oil & product spills, contaminated land issues and inland oil & product pipeline operations.

The Science Executive will be supported in his/her daily activities by a Research Associate.

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.

General duties

- Comply with the governance rules of the Association and ensure that the Management Groups and sub-ordinate Special Task Forces (STFs) are aware of these rules;
- Support the Management Group Chair(s) and Vice-Chair(s) in the execution of their responsibilities and in the representation of the Association's technical activities;
- Facilitate and promote full cooperation between the STFs of the Management Groups;
- Monitor developments within the scientific and regulatory communities with respect to his/her area of expertise;
- Develop and implement the long term strategy for the area of expertise and advise on improvements and adjustments;
- Support the development of the Management Group 5 year strategic plan and annual workplan, together with the Management Group and Science Director;
- Develop the scope, review proposals and project-manage (including cost control) the execution of out-sourced research projects;
- Initiate tenders, facilitate selection of contractors, prepare contracts & monitor progress & budget for approved projects covered under the field of activity
- Report progress and inform appropriate Management Groups, Scientific Committee and Board as appropriate on all his/her activities;
- Assist Management Group and STFs to write and edit Concawe technical reports, briefing papers, articles etc., on topics related to the field of activity;
- Serve as a technical expert and represent our industry in interactions with European and global bodies on technical issues in his/her area of expertise;
- Represent Concawe and the refining industry at conferences, stakeholders' meetings and participate in technical working groups organised by the EU Institutions and other relevant

bodies;

- Facilitate and coordinate Member Company expert participation in the different technical groups and raise resourcing issues with Science Director and Scientific Committee;
- Gain an in-depth knowledge of EU and other relevant institutions decision-making processes related to the technical issues in his/her area of expertise;
- Maintain coordination with FuelsEurope, including active participation in relevant Issue Groups and technical support to advocacy work;
- Cooperate with other Science and Policy Executives on overlapping or interlinked issues.
- Where required, supervise one or more administrative assistants, research associates, or trainees.

Specific job requirements

- Develop a robust technical understanding of EU legislation on water, soil & waste and its impact on refining and distribution Industry.
- Act as an industry expert to interact with, guide and assist Concawe's member company experts in their work to comply with these regulations.
- Develop an understanding of pipeline transport of crude oil and refined products and the environmental, safety and regulatory aspects of pipeline management.
- Maintain the Concawe databases on:
 - Refinery effluent quality, discharge volume and water use
 - Oil and Product spill incidents for pipeline transportation systems
- Manage Concawe's WSWMG research, including leveraged research opportunities to improve our understanding of health and environmental performance of the Refinery sector;
- Manage the project activities of WSWMG & OPMG and their STFs, in particular with respect to the Water Framework Directive (WFD) and Industrial Emissions Directive and where appropriate, provide technical expertise and guidance to these groups;
- Represent member's interests as a WSWMG or OPMG representative to the Policy Division Issue Groups, other Management Groups, Scientific Committee and the Board (where required). In the event of a conflict of interest in this aspect of the role, to raise the issue up to the level of Science Director/ Director General.
- Represent the Concawe member companies at external meetings of Commission working groups under the Water Framework Directive, and at other external workshops, committees, and meetings, as required.

Professional Profile:

Education & Experience

- An academic degree in natural sciences, preferentially chemistry, physics, biology or ecology and experience in the statistical analysis of large datasets.
- At least 10-15 years' experience and a proven track record in the oil refining industry, or similar;
- In depth technical expertise in the field(s) relevant to the specific technical portfolio;
- A sound understanding of oil refining, a broad knowledge of the properties of petroleum products, their manufacture and distribution, and their uses in fuels and non-fuels applications.

Successful candidates will be expected to demonstrate the following competences:

- Management of emissions to water, soils and sediment, with skill or mastery in
 - Refinery water use, effluent treatment and wastewater re-use
 - Soil and ground water assessment and remediation;
 - Environmental Quality Standard setting;
 - Refinery waste management
- Expertise at skill level to organise and execute the required data gathering projects to maintain the Concawe databases on:
 - Refinery water use and effluent quality + quantities;
 - Refinery waste production and management

- Oil and product spill incidents for pipeline transportation systems.
- Knowledge of current European legislation, including but not restricted to:
 - The Water Framework directive, its Daughter Directives and the Common Implementation Strategy for this directive,
 - The Marine Strategy Framework Directive and the OSPAR Agreement,
 - The Floods Directive,
 - The Industrial Emissions Directive,
 - The Waste Framework Directive,
 - The EU Biodiversity Strategy,
 - The Inland Transport of Dangerous Goods Directive.

Additional Skills & Competencies

- Highly organised individual
 - Capacity to quickly learn and understand the industry issues in the area of expertise;
 - Keen interest and awareness of the European institutions decision-making processes for technical issues;
 - A team player with the capacity to effectively facilitate technical teams;
 - Good negotiation skills and a sense of diplomacy;
 - Good communication skills, both verbal and written;
 - Ability to think strategically and put technical issues in a broader context;
 - Project management skills and skills in managing contracted suppliers;
 - Good command of the English language; an additional EU-language would be an advantage
 - Excellent PC skills (MS Outlook; Word; PowerPoint; Excel; etc.)
- Permit to work in EU

Organisational Fit: The Science Executive reports to the Science Director.

The position is based in Belgium (Brussels)

For application, please send your CV, your bibliography and motivation letter to:
recruitment@concawe.org mentioning "Concawe Science Executive for Water, Soil & Waste and Oil Pipelines" 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