

NON-STANDARDIZED

<u>JOB DESCRIPTION</u>	
CONTRACTUAL POSITION	
JOB TITLE: SENIOR LEGAL ADVISER, ENERGY POLICY AND PLANNING	
JOB SUMMARY:	
The incumbent would provide legal research and advisory support in the area of energy policy and planning.	
REPORTS TO:	Attorney General
SUPERVISION GIVEN TO:	N/A
DUTIES AND RESPONSIBILITIES	
<ul style="list-style-type: none"> ▪ Advising the Attorney General on all matters pertaining to the government's regulatory functions as it pertains to the energy sector. ▪ Performing research and advisory work in specified areas as directed by the Attorney General. ▪ Reviewing legal drafts and other legal documents and advising on necessary amendments to ensure current thinking/opinion is addressed in national matters. ▪ Preparing papers and presentations. ▪ Negotiating petroleum license and production, sharing contracts with foreign companies. ▪ Vetting of international energy contracts. ▪ Evaluation of bids. ▪ Advise the Attorney General on Trinidad and Tobago's country obligations to international treaties and agreements specifically on the energy sector. ▪ Negotiate international contracts for services for the energy sector. ▪ Review of license for petroleum operation. ▪ Compiles statistics and advice on appropriate strategies to address issues arising out of the energy sector. ▪ Provides advice/assistance to senior counsel at the request of the Attorney General on matters. 	

- Liaising closely with the ministry's representative on the energy sector sub-committee.
- Attends meetings (local, Regional and International) on behalf of the ministry.
- Advising the Attorney General on legal matters as required.

KNOWLEDGE , SKILLS AND ABILITIES

KNOWLEDGE:

- Working Knowledge of Microsoft Suite
- Knowledge of the energy sector of Trinidad and Tobago
- Legal and Technical knowledge in energy policy and planning

SKILLS AND ABILITIES:

- Excellent communications skills, sound interpersonal relation skills
- Ability to establish and maintain effecting working relationships with internal and external clientele.

MINIMUM EXPERIENCE AND TRAINING:

- Training as evidenced by Bachelors of Law Degree (LLB) and Legal Education Certificate or its equivalent from an accredited institute, as well as evidence of having been admitted to practice as an Attorney-at-Law in Trinidad and Tobago.
- At least eight (8) years' experience as an Attorney-at-Law
- Master of Law Degree (LLM) with specialization in energy law or energy related matters
- Considerable experience working in the energy sector.