

## The Role

Location:	Wellington	Team:	Standards and Technical
Grade:	15	Reports to:	Manager, Standards and Technical
Employment:	Permanent		

## Responsibilities

The purpose of the Standards and Technical team is to develop policies and standards which will influence behavioural and technological change throughout New Zealand; collecting product performance and other market information relevant to consumer education.

The Technical Analyst will provide general technical and analytical support to support the development, delivery and operation of EECA's regulatory programme. They will contribute to the end-to-end management of technical product and application data. This includes collection, verification, analysis as well as developing and maintaining systems that underpin this function. They will contribute to assigned standards and technical projects.

## EECA's Mission and Behaviours

### Our Mission

EECA's mission is to mobilise New Zealanders to be world leaders in clean and clever energy use. We are Te Tari Tiaki Pūngao – Guardian of the energy. This means we have a responsibility to ensure that all of New Zealand recognises that the energy we save now will be an asset to our future, in a multitude of ways. We want a sustainable energy system that supports the prosperity and well-being of current and future generations.

In order to get there, our key strategic objectives are:

- Energy efficiency first
- Empower energy users
- Accelerate renewable energy

Outcomes are that energy users save energy, money and reduce emissions; and energy productivity and resilience improve. The levers EECA uses to achieve this are:

- Regulation of products, processes and systems
- Information and education to promote clean and clever energy choices
- Targeted investment to demonstrate and scale up energy efficient technologies and renewable energy use.

More information on who we are and what we do is available on our website [www.eeca.govt.nz/about-eeca](http://www.eeca.govt.nz/about-eeca)

### Our Key Behaviours

EECA has identified four key behaviours that will help us succeed. We will be looking for applicants that can demonstrate these behaviours.



Open to the new



Stand in others' shoes



Believe in 'we' not 'me'



Deliver the goods



## Key Result Areas

- Contribute to the overall regulatory programme and assigned team projects and reports, including with data analysis and visualisation
- Maintaining systems and processes that underpin the collection, analysis, and distribution of product technical information, including the development of new systems and forms as required.
- Supporting the collection of sales data annually from importers of regulated products, and the assessment of product applications covered by our regulatory programmes, under the Energy Efficiency (Energy using Products) Regulation 2002.
- Respond to inquiries and engage with stakeholders in relation to regulatory requirements and team projects and programmes.
- Developing and maintaining relationships with relevant EECA stakeholders, suppliers and DCCEEW team members.

## Key Competencies

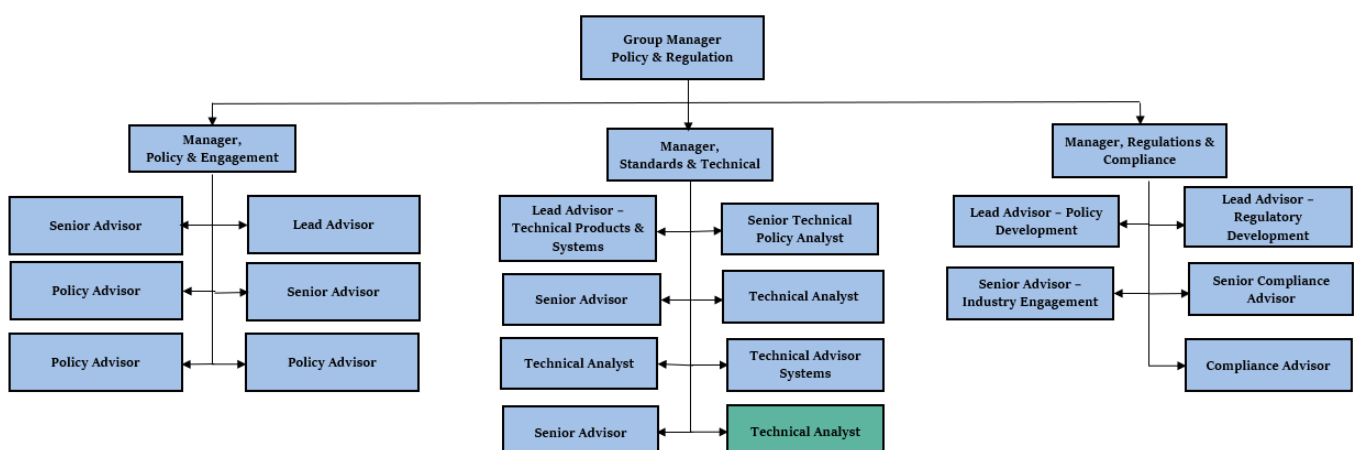
- Planning and priority setting
- Effective communication
- Finding solutions
- Learning
- Strong customer service

## Relationships

It is expected that effective working relationships are established with relevant EECA staff and external stakeholders.

Where your position fits:

### Policy & Regulation Group



### Key Internal Relationships

- Standards and technical team members
- Regulations and compliance team
- Research, Evaluation and Insights Team
- ICT Team

### Key External Relationships

- Industry stakeholders (importers, manufacturers, retailers)
- Other NZ and Australian Government Agencies

## Educational Qualifications, Experience and Skills Required

- Relevant tertiary qualification (e.g. engineering, sciences) or equivalent experience.
- Experience working with products, systems or services relevant to EECA is an advantage, for example, whiteware and appliances, solar PV systems, motor or refrigeration systems.
- Ability to explain conceptually challenging and technical material to a variety of audiences including written and visual formats.
- Experience in tasks such as process mapping, data gathering, data verification & analysis, report writing. Demonstrated experience working with relevant data management or analysis tools such as SQL would be an advantage.
- Experience working as a part of complex or technically challenging projects or programmes of work.
- An eye for detail and taking a process approach to quality improvement.
- Ability to work as a collaborative member across the team and wider organisation.
- Strong verbal and written communication skills.

## EECA's Working Environment

A policy of equal employment opportunity operates and EECA provides a work environment that is free from discriminatory practices and encourages all employees to reach their full potential.

As a good employer, EECA takes its Health and Safety responsibilities seriously and all staff are expected to comply with all Health and Safety policies and practices, as part of their employment.

### Working in the Public Service

Ka mahitahi mātou o te ratonga tūmatanui kia hei painga mō ngā tāngata o Aotearoa i āianei, ā, hei ngā rā ki tua hoki. He kawenga tino whaitake tā mātou hei tautoko i te Karauna i runga i āna hononga ki a ngāi Māori i raro i te Tiriti o Waitangi. Ka tautoko mātou i te kāwanatanga manapori. Ka whakakotahingia mātou e te wairua whakarato ki ō mātou hapori, ā, e arahina ana mātou e ngā mātāpono me ngā tikanga matua o Te ratonga tūmatanui i roto i ā mātou mahi.

Mō ētahi atu kōrero hei whakamārama i tēnei kaupapa, haere ki

<https://www.publicservice.govt.nz/about-us/>

In the public service we work collectively to make a meaningful difference for New Zealanders now and in the future. We have an important role in supporting the Crown in its relationships with Māori under the Treaty of Waitangi. We support democratic government. We are unified by a spirit of service to our communities and guided by the core principles and values of the public service in our work.

You can find out more about what this means at: <https://www.publicservice.govt.nz/about-us/>

