

JOB OPENING

Consultant (Enhanced Transparency Framework / Expert Assistant) to assist JICA Project

Japan International Cooperation Agency (JICA) and Ministry of Natural Resource and Environmental Sustainability (NRES) Team working on “Project for Strengthening Capacity Pertaining to National Reporting Obligation to the UNFCCC under the Enhanced Transparency Framework” is looking for an “Enhanced Transparency Framework / Expert Assistant” Consultant with the following conditions;

Contract Duration:

April 2025- March end 2026

with possible renewal of the contract of April 2026 – October 2027

with possible renewal of the contract of Oct 2026 onward (if the expert’s contract extends)

Type of Contract:

Individual Contract with the Japan International Cooperation Agency (JICA) Project

- * Please note that the consultant will make a contract with the JICA Project, not with NRES.
- * Remuneration range and payment: **RM 4,350** per month. No EPF/SOCSO/Health Insurance or any other benefits, not limited to transportation (such as commuting expenses), communication expenses, and equipment such as PC or mobile devices, will be covered. The tax will be paid by the consultant. The remuneration will be paid upon completion of duties.

Location:

Blok F11, Kompleks F Lebuh Perdana Timur, Presint 1 62000 Putrajaya

Working Hours:

8 hours/day (with a 1-hour lunch break, not included in the 8 hours)

5 days/week except for Saturday, Sunday and National holiday (However, there may be occasional work on weekends or holidays due to urgent meetings, workshops, business trips, and other duties, not limited to these.)

Project Details:

(1) Background and Outline of the Project

The Paris Agreement, adopted at 2015 United Nations Climate Change Conference (Conference of Parties: COP 21) under the United Nations Framework Convention on Climate Change (UNFCCC) sets universal long-term goals of limiting average temperature rise to below 2 degrees Celsius to combat climate change. The agreement also states that all Parties to the Paris Agreement shall submit and update NDCs every 5 years and shall periodically report their status of contribution to globally confirm progress toward the long-term goals. An Enhanced Transparency Framework (ETF) was built under Article 13 of the Paris Agreement, and the Modalities, Procedures and Guidelines (hereafter referred to as MPGs) for implementation of the ETF were adopted at COP 24 in 2018. MPGs do not have separate provisions for developed and developing countries like current Measurement, Reporting & Verification (MRV) system under UNFCCC but are adopted for all Parties of the Paris Agreement. All Parties to the Paris Agreement shall submit the national Greenhouse Gas (GHG) inventory report and information including the status of Nationally Determined Contribution (NDC) achievement, finance, technology transfer, capacity-building needs specified in the Article 4 of the Paris Agreement as the Biennial Transparency Reports (BTR) every 2 years. Developing countries also shall report information with a certain level of accuracy which will be technically reviewed, though they are allowed flexibility in reporting the information in consideration with their ability.

Malaysia has submitted the National Communication (NC)1, NC2, NC3 and NC4 in 2000, 2011, 2018 and 2024, respectively, and Biennial Update Report (BUR)1, BUR2, BUR3 and BUR4 in 2016, 2018, 2020 and 2022, and has achieved the biennial reporting required by the current MRV system since 2016. Also, Malaysia has submitted BTR in the end of 2024. NDCs were submitted in 2016 and

updated NDCs in 2021, and the country is classified as the most capable of reporting on the current MRV system in the region covered by this study. To prepare for the reporting requirements under the ETF, the Ministry of Natural Resource and Environmental Sustainability (NRES), which is the national focal point for climate change, is in the process of strengthening its functions under its Climate Change Division where the National GHG Centre (MyGHG).

(2) Title of the Project

Project for Strengthening Capacity Pertaining to National Reporting Obligation to the UNFCCC under the Enhanced Transparency Framework

(3) Overall Goal

Climate change-related efforts are facilitated in Malaysia through strengthening capacity to meet the requirements of national reporting obligation to the UNFCCC Secretariat under the Enhanced Transparency Framework (ETF).

(4) Project Purpose

Technical and institutional capacity as the national focal point under the Enhanced Transparency Framework (ETF) is strengthened.

(5) Period of the Project

36 months from October 2024 or any other dates to be mutually decided by both Participants in writing.

(6) Output

Output1: Capacity to implement ETF-related activity including preparation of BTR is enhanced.

Output2: Calculation of F-gas emissions is improved.

Term of References:

- Performing secretarial duties and logistics management of the Project
- Accompanying and assisting in preparation and arrangements for meeting, workshop, seminar, business trip, and other logistical matters.
- Assisting accounting including procurement management
- Assisting translation/interpretation for project activities
- Assisting other tasks for JICA Expert such as collecting data and drafting minutes & reports and reviewing/summarizing related documents (articles, papers, reports and etc.)

Eligibility:

MUST

- ✓ Bachelor degree or above, majored in environmental studies, international relations, law, or any related discipline
- ✓ At least 3 years full-time relevant working experiences
- ✓ Be fluent in English (e.g., an IELTS score of 7.0 or equivalent TOEFL score of 94 or higher)
- ✓ Be Familiar with MS Word, MS Excel, Power Point
- ✓ Be able to work in a team

ASSET

- ✓ Working experience of logistics and procurement in international cooperation such as UN and JICA
- ✓ Working experience in government and/or ministry's line agency and institute
- ✓ Knowledge/experience on climate change mitigation and/or interorganizational coordination
- ✓ Japanese language ability

APPLY BY 27th FEBRUARY 2025 to yasuhiro.kasuya.jica1@gmail.com

- Cover letter describing why you want to work for this position
- CV
- Copy of your score report from English proficiency tests, such as TOEFL and IELTS (and/or Japanese proficiency tests JLPT).
- * only the short-listed applicants will be contacted a to have an interview session.
- * The final result will be finalized by **24th MARCH 2025**