

	Position Description	PD CODE: ANPM/PD.....
		Approved by: F. Ferreira <i>[Signature]</i>
GIP		Checked by: R. Araujo <i>[Signature]</i>
		Originator : E. Gomes <i>[Signature]</i>
		Issue Date:
		Revision:
Position Title : Environmental Engineering Intern Directorate : Mineral Directorate Positions line reporting to : Mineral Environment Officer		

1. ROLE SUMMARY

Autoridade Nacional do Petróleo e Minerais (ANPM) is Timor-Leste public institution, created under Decree Law No. 27/2019 of 27th August, 2nd amendment of Decree-Law No. 20/2008 of 19th June, on the Autoridade Nacional do Petróleo, responsible of managing and regulating petroleum and mining activities in Timor-Leste area, both offshore and onshore and in the Greater Sunrise Special Regime in accordance with the Decree Law on the establishment of the ANPM, the Timor-Leste Petroleum Activities Law, Maritime Boundary Treaty and the Mining Code.

The ANPM role is to establish and supervise compliance with the enacted rules and regulations covering the exploration, development, production, transportation and distribution of petroleum, natural gas resources and mineral. It is also tasked to develop a strong petroleum and mineral management institution in Timor-Leste.

As a public institution ANPM runs several programs to provide assistance for Timorese National in the area of work practices through one of the programs namely Graduate Internship Program (GIP), which is to assist Timorese graduates to introduce to them real work practice and work

life to be a professional employees in the future and to assist their career advance once they seek for the job and work for certain organization in the future.

2. KEY OBJECTIVE/SCOPE OF WORK

- 2.1 To learn and gain experience on the environmental applicable laws and regulations for mineral activities.
- 2.2 To be able to analyse and provide data with updated fundamental of environmental engineering, reports and understanding how to keep record of Environmental performance and carry out necessary monitoring and inspection.

3. PRINCIPAL ACCOUNTABILITIES/DETAILS TASKS AND DELIVERABLES

- 3.1 To learn and understand the relevant legal framework in regulating mining activity in the region and understand the relevant legal framework in regulating environmental sector;
- 3.2 To learn and assess mineral environmental documents submitted by companies for both environment license and mining license;
- 3.3 To learning and understanding the procedural steps in assessing environmental relevant document and proposal submitted by companies;
- 3.4 Involving in preparing plan for mineral environmental site inspection and monitoring;
- 3.5 Learning to prepare the report of the inspection and monitoring.

4. QUALIFICATION AND EXPERIENCE REQUIRED

4.1 Essential

- 4.1.1 Timorese Nationality
- 4.1.2 Tertiary qualification diploma in Environmental Engineering/Science, Industrial Engineering, Mining Engineering
- 4.1.3 GPA minimum 2.5
- 4.1.4 Ability to communicate in English (Written and Verbal)

4.1.5 Ability to use of Ms. Office such as Ms. Word, Ms Excel, Ms Power Point etc.

4.2 Desirable

4.2.1 High level of personal initiative, awareness and adaptability;

4.2.2 High Degree of self motivation, ability to prioritize work and meet deadlines.

