

Job Vacancy Description:  
**Business Analyst**  
*Reference: 19/006*

## 1. The company

Trama TecnoAmbiental (TTA), with headquarters in Barcelona (Spain), is an international engineering and consulting firm in business since 1986 in the field of renewable energies and specialized in distributed generation and energy access. TTA's multidisciplinary team has comprehensive experience at both technical and management levels and has been exposed to numerous international projects all over the world.

With its more than 30 years of experience, **TTA offers a full range of cross-cutting engineering & consulting services** for all kind of renewable energy and energy access projects, such as:

- *Consultancy in energy access and renewable energy projects (on-grid and off-grid).* Project identification and evaluation; Technical and Economic feasibility studies; Assessment of renewable energy sources, Engineering studies; Social and environmental impact assessments; Owners Engineering services; Preparation of technical specifications and bidding documents; Support during procurement; Construction supervision; Monitoring services; Operation and Management services; Project promotion and dissemination.
- *Engineering Procurement & Construction (EPC) of micro-grids.* Design, supply, installation and commissioning of micro-grid projects.
- *Energy efficiency and green buildings.* Evaluation, design and monitoring of energy efficiency projects; Energy auditing; Integration of renewable energies into buildings and green building practices.
- *Institutional, Policy and Regulatory Support.* Design of rural electrification policies, programmes, strategies and action plans; Policy development and planning; Development of business models and tariff schemes; Market potential assessments.
- *Product development.* Development of products specific for renewable energy and rural electrification projects.
- *Capacity Building.* Capacity building and specialized trainings.
- *R&D.* Publication of articles, documents, guidelines, case studies, and presentations at international conferences.

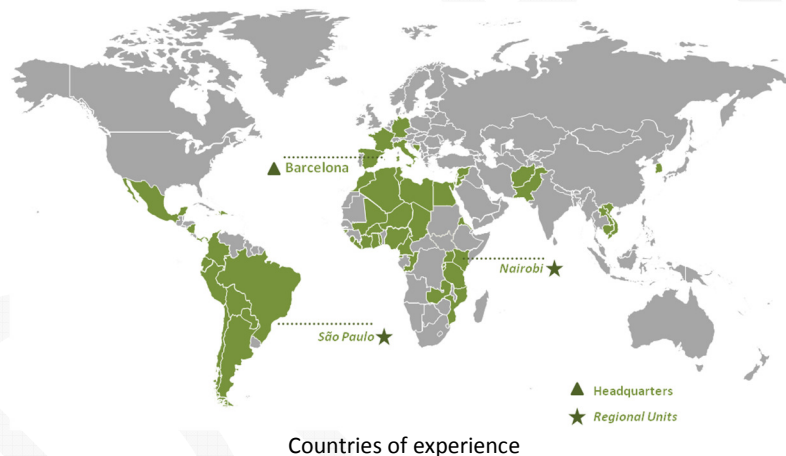
TTA is a **pioneer firm in renewable energy-based generation and solar PV Hybrid mini-grids**. At the forefront, TTA was the driving force for the implementation of the first micro-grid projects in Spain in the early 1990s, and later on applying its expertise in Latin America, Africa and the Mediterranean. TTA has implemented mini-grids as EPC contractor in Ghana, Chad, Cape Verde, Ecuador, Palestine, Morocco, etc. some of which have been operated and maintained by TTA. Having collaborated in various tasks of the International Energy Agency (IEA), TTA was awarded with the EUREC Technology Prize 2001 "for developing excellent system technology for rural electrification based on renewable energy sources, combined with an innovative, user-oriented approach for its implementation". Furthermore, in September 2015, TTA was awarded with the Prize "Off-Grid Experts Awards" by the company Off-Grid Phaesun together with ARE (Alliance of Rural Electrification), for

excellence in the performance in the field of Off-Grid power supply, in the Category A “product” for TTA’s “Electricity Dispenser”, an advanced meter for mini-grids.

In terms of **publications**, TTA has been the main contributor of the IRENA’s Innovation Outlook: Renewable Mini-grids (2016) and is author of the World Bank’s ESMAP Benchmarking study of Solar PV mini grids investment costs (2017 & 2018). TTA’s first hand field experience in the Operations and Maintenance of Mini-grids has been used by IRENA’s Policy Toolkit. These are just some of the latest references in which TTA has participated.

Another significant milestone in the sector is TTA’s lead organization of the **International Conference on Solar Technologies & Hybrid Mini Grids to improve energy access**, a relevant sector event conducted on October 2018 in Mallorca (Spain) and which was supported by renowned organizations such as the ESMAP, World Bank, EnDev, the GIZ or SNV.

**TTA track record** in the field of Renewable Energies and Rural Electrification is demonstrated by the extensive list of projects carried out around the globe for project developers, contractors, power utilities, governments as well as all major International Organizations such as the World Bank, IFC, UNDP, UNOPS, UNIDO, UNICEF, GEF, UNESCO, IDB, OAS, European Commission, AECID, GIZ, KfW, and other cooperation and development agencies, NGOs, local communities and individuals.



TTA is also member and collaborates with the following organizations and Groups. TTA is a founding member of the **Alliance for Rural Electrification (ARE)** and its Director served as Board member for three years until 2015.



Further information: [www.tta.com.es/en](http://www.tta.com.es/en)

## 2. Job description

TTA is seeking a **Business Analyst**. He will be responsible of tasks in 5 main sectors depending on his/her skills and experience:

### 1. Commercial

- To analyse the market, opportunities, and results. To develop strategy, propose it, get approval, communicate, and implement it.
- To support Business Developers in defining and implementing the Commercial Plan (each region) and commercial objectives.
- To follow-up key Performance Indicators.
- To write and communicate to all the stakeholders pro-actively commercial reports (results, improvements, lessons learnt...)

### 2. Financial analysis

- To develop and implement methodology and tools to allow a clear and efficient financial analysis.
- To assist in the financial planning of the projects, and of the company. To keep a positive cash flow and give the financial overview and recommendation each quarter.
- To streamline the production activities for smooth implementation: guarantees, invoice payments vs incomes...
- To analyse the financial status of the projects at the beginning and at the end of it. Provide financial results and improvements to project managers.

### 3. Communication

Responsible of the corporate communication.

- Knowledge Hub
- Marketing documents (company presentation, templates of MoM, PowerPoints, corporate signatures, brand management (logos,...))
- To develop and implement the merchandising strategy (t-shirt, products,)
- Branding, Corporate video and image (website)
- Internal Communication (newcomers, HR, etc)

### 4. Key Account Strategy

- Vision on Business associations, partnerships, and commercial trips
- Team coordination for Key clients, strategy, short-term and long -term actions and follow-up

### 5. Consulting mission

Occasionally the Business Analyst may assist TTA's consultants on some project tasks related to his field.

## 3. Profile

The ideal candidate for this position will have the following competences:

1. **Educational Background.** A Master's degree. Specific education in International Business, Financial, Administration and Management, Marketing or similar will be an advantage.

2. **Previous Work Experience.** Minimum 2 years of experience in business development, marketing, business analyst, is required, ideally in distributed solar PV, mini-grids and/or rural electrification and/or development projects.
3. **Market analysis.** Previous work experience related to market analysis, and strategy implementation or similar is required.
4. **International Experience.** Despite not required, it is desirable.
5. **Languages.** Fluency in Spanish, with excellent writing, editing and proofreading skills. Fluency in French and English highly desirable.
6. **Computer Skills.** Excellent command in Microsoft Word and Excel are required.
7. **Skills.**
  - Business Strategy vision and creativity,
  - Analytical skills,
  - Efficient process design skills,
  - Determination and soft skills to implement processes,
  - Ability to coordinate a team,
  - Methodical and well organized,
  - Problem-solver, pro-active, and results-oriented.
  - Cross-cultural communication and interpersonal skills.

#### 4. Conditions

- **Salary and benefits:** Annual gross salary 20,000 – 30,000 EUR depending on profile.
- **Starting date:** Immediate.
- **Position based in:** Barcelona, Spain.

**Apply >>** If you are interested in applying for this position, please click on the following link where you will find the procedure to follow (upload CV and fill-in form): <https://goo.gl/forms/i05SOg847G7bsybE3>

Only shortlisted candidates will be contacted.