

	PROGRAM DESCRIPTION	PD CODE: ANP/05/05/006/10F
		Approved by : G. Da Silva
		Checked by: M. da Costa
	GIP	Originator: C. Gomes
		Issue date : 10 th April 2015
		Revision : 0
Position Title : Geological and Geophysical Intern Directorate : Exploration and Acreage Release (E&AR) Position line reports to : E&AR Team Program Duration : 6 Months		

1. ROLE SUMMARY

The National Petroleum Authority/ Autoridade Nacional do Petróleo (ANP) is a Timor Leste's body responsible of managing and regulating petroleum activities in the Timor Lestes' exclusive jurisdiction areas and in the JPDA in accordance with the Decree Law on the establishment of the ANP, the Timor-Leste Petroleum Activities Law, and the Timor Sea Treaty. The ANP is to establish and supervise compliance with the enacted rules and regulations covering the exploration, development, production, transportation and distribution of petroleum and natural gas resources. It is also tasked to develop a strong petroleum management institution in Timor Leste;

As a public institution ANP 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 to 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

- 2.1 To gain experience and understanding of petroleum element within Timor-Leste offshore and onshore.
- 2.2 To gain experience and understanding in the petroleum geology and geophysics.
- 2.3 To gain experience and understanding in the Mapping and Data Management.

- 2.4 To gain experience and understanding in the Acreage Release and its process.
- 2.5 To gain knowledge in writing report, writing minutes meeting report and review report.
- 2.6 To be familiar with the nature of work in the ANP as a petroleum regulator, attached to Exploration and Acreage Release Directorate.

3. PRINCIPAL ACCOUNTABILITY

- 3.1 Maintain and ensure presence in the office within working hours and the program period.
- 3.2 Follow Supervisors instruction to study given materials, produce reports and presentation as per given schedule.
- 3.3 Be independent and take self initiative to seek, learn, ask questions, discuss about given materials or other references and/or to improve English.
- 3.4 Participate in meetings, whenever request by the Supervisor.
- 3.5 Any other duties which may be required by Supervisor or other E&AR staff

4. QUALIFICATION, SKILLS AND PERSONAL ATRIBUTES

- 4.1 Must be Timor Leste National
- 4.2 Tertiary Qualification in Geological and Geophysical.
- 4.3 Minimum 2.5 GPA on all coursework graduate credit.
- 4.4 Able to communicate or understand in English (written and verbal).

