



Date	26/03/2020
File no.	CHC-2020-Summer Internships

Vacancy Notice

Name of the post: Summer Internships

About Cyprus Hydrocarbons Company (CHC)

The **Cyprus Hydrocarbons Company (CHC)** was set up in March 2014 to act as the Commercial and Technical arm of the Government of Cyprus on matters relating to the exploration, production and monetization of Oil and Gas reserves from the Exclusive Economic Zone (EEZ) of Cyprus.

Its main tasks are the following:

- Marketing of the Government of Cyprus (GoC) ownership interest of produced hydrocarbons.
- Participation on behalf of the GoC in reservoir evaluation, appraisal and full field development lifecycle, with the objective of achieving best development solution for the GoC.
- Management of technical operation and financial aspects of product sales for GoC share.
- Undertake responsibility for Upstream and Mid-stream assets upon Contractor's termination or relinquishment of these assets.
- Manage any possible GoC ownership interests in subsea pipelines.
- Possibly expand activities to include upstream and midstream hydrocarbons operations.

1. Main purpose of the internships

These posts are an opportunity to gain work experience in the oil and gas industry. Under the supervision of their Mentors, CHC's Interns will complete a range of tasks in support of the technical and commercial activities of the Company. Specifically, interns will join either the Engineering or the Commercial team for a period of two months in the summer of 2020.

CHC interns will:

- Work on projects related to CHC's activity as the national oil and gas company of Cyprus.
- Specifically, interns will be called upon to investigate aspects of the transition of the hydrocarbons industry to a decarbonized future.
- Maintain confidentiality as required for the specific projects that they will be assigned.

Support to the successful candidates will be provided by an appointed CHC 'mentor' who will guide them through the duration of the assignment.

2. Benefits to intern

The key benefits to CHC interns

- Will be exposed to an upstream environment and attain a better understanding of how the oil and gas industry operates.
- The candidate will have the opportunity to put in place real-world applications of their academic knowledge.
- Will have worked on specific projects related to the activities of CHC.

3. Candidate Requirements

a. Minimum Qualifications:

- Candidates should have completed at least two years of their undergraduate degrees (BSc or MEng) at the time of their application.
- **For the Commercial interns**, candidates must have a background in Mathematics, Economics & Commerce, or Engineering
 - Candidates with a specialist oil & related degree will be considered on a case-by-case basis.
- **For the Engineering interns**, candidates must have a background in one of the following engineering fields: Civil, Mechanical, Chemical, Environmental.
 - Candidates with a specialist oil & related degree will be considered on a case-by-case basis.

b. Language, Professional and soft skills

- Language: Fluent in English and Greek, both written and spoken

- Computer: Fluent with MS Excel and MS Power-point
 - Knowledge of VBA considered an advantage
- Able to demonstrate (with examples) an ability to work well as part of a group
- Inquisitive mind and ability to adapt to new information is a positive
- Goal-oriented, delivery-minded and proactive individual
- Excellent interpersonal, communication and presentation skills

Application Process

Candidates should submit applications in English via email to HR@chc.com.cy with the following subject headers:

- **CHC-2020 – Engineering Internship – [Name of Candidate]**
- or
- **CHC-2020 – Commercial Internship – [Name of Candidate]**

For applications to be valid, candidates must submit the following documents as attachments to their email:

1. A completed application form
2. A recent CV.
3. A transcript of their academic record (including modules completed)
4. An academic reference letter

Incomplete applications will be automatically rejected with no notification. We kindly ask interested candidates to thoroughly review their minimum requirements of the post, as applications who fail to meet minimum requirements will be rejected.

Queries regarding the application process should be directed to HR@chc.com.cy

5. Closing Date

Applications must be sent no later than 17:00 (Cyprus time) on Thursday, 30th April 2020