



At EDPR Romania, we are looking for an intern in the GEM (Global Energy Management) Department. GEM acts as an interface between the renewable energy production (according to the company's assets) and the clients, ensuring access to energy markets. In Romania, GEM processes are focused on the back office activities which sustain the settlement of contracts and operations related to energy (such as: Green Certificates sales and stock, Guarantees of Origin and financial guarantees, invoices derived from the transactions, periodical reports to Energy Regulatory Authority)

**Internship details:**

**Location:** Bucharest (central area)

**Duration:** 6 months

**Work schedule:** 4-6 hours/day

**Main responsibilities:**

- Contribute to the preparation of reports and documents necessary for reporting energy operations to authorities or external partners
- Communicate with other company departments (from Romania and Spain) to obtain or provide relevant information for energy operations
- Input and process relevant data in the systems and databases of the GEM Department
- Understand the department's processes and identify automation opportunities
- Initiate and develop automation solutions, such as scripts, macros or automated workflows for the GEM processes

**Required profile:**

**Studies:**

- Fresh graduate or student (at least 2nd year of studies) in one of the following domains: Engineering (Energy, Automation), Cybernetics
- A keen interest in the Renewable Energy industry

**Languages:**

- Romanian native

- English fluent

**IT Skills:**

- Very good knowledge of Microsoft Excel and Excel Macro functions
- Knowledge of various software solutions for documents and data management automation

**Other skills:**

- Excellent learning, communication and relationship skills
- Patience, resourcefulness and result-oriented attitude
- Adaptability and self-organization abilities

**Benefits****Financial**

Performance bonus

Meal tickets

Life- & accident insurance

**Medical**

Medical services

**Development**

Team-building

Specialization training

Personal development courses

**Workplace**

Hybrid and out of office work

Ergonomic desks/chairs

Coffee/tea/snacks at the office

Multicultural team

Mobile phone

Laptop

**Free time**

Company events

Apply at: [EDPR internship](#)

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