



Application Call Document



ACEM Utility Grant Internship Program

2023

1. Project Background:

Advanced College of Engineering and Management (ACEM) was established in 2000 AD, Civil Engineering and Computer Engineering study were started along with the establishment, while Electronics Engineering was started in 2002 AD, and Electrical Engineering study started in 2009 AD. Since then, more than 250 students have graduated as electrical engineers. More of the graduates from college aim for NEA and more often than not have made careers in the national utility, NEA.

In light of the existing scenarios, acem has developed a first of its kind utility internship program with support from USAID Urja Nepal with an intention of providing 20 engineering students, and graduates a direct work experience in various technical offices of NEA inside Kathmandu Valley.

The internship program will increase employability for interns with professional work experience and networking opportunities

2. Objectives:

The key objectives of the project are as follows:

- Provide fresh graduates or undergraduate students of engineering, particularly women and minorities, direct internships in the energy utility agency of Nepal- Nepal Electricity Authority (NEA).
- Promote the participation of women and minorities in the energy sector.
- Provide hands-on practical experience and exposure to the engineering graduates in NEA's operations and enhance the skill set of the students.
- Evaluate the effect of internship program on the engineering graduates.

3. Expected Results:

The expected results of the project are outlined as follows:

1. Improved technical knowledge of energy utility work and direct capacity building of interns completing the program.
2. Improved confidence and leadership capacity of participants completing Internship.
3. Increased employability for interns with professional work experience and networking opportunities.

4. Application Call for Internship:

Advanced College of Engineering and Management welcomes application from interested engineering graduates, currently in final year or recently graduated to take part in the internship program, with a view to have hands-on work experience in day-to-day activities of NEA and enhance their confidence level and leadership skills.

Interested candidates are encouraged to submit their application with their updated CV and cover letter, specifying their reason of interest behind the participation in the internship program and ensuring their participation till the completion of the program, in case of graduated or recently graduated and in case of students currently in Final Year justifying their time management for the participation in the internship program.

The last date of application is July 17 2023.

The candidates can apply electronically via email to vacancy@acem.edu.np

5. Eligibility Criteria

Applicants must have following criteria to be eligible to apply for the internship:

- Final Year College (Undergraduate or Bachelor Level) Student: currently in final year or recently graduated. (Completed minimum 3 years of full time College Level study)
- Student who is a Woman, LGBTIQIA+, Ethnic Minority, Excluded Caste, and/or other Marginalized Groups

Priorities will be given to the applicants with following criteria:

- Strong command in both spoken and written Nepali and English
- Good interpersonal communications skills, problem solving and adaptability skills, and ability to work independently and in a team.
- Computer literate in standard software applications
- Commitment to learning and completing the 4-months long internship program including all assigned responsibilities with due diligence.
- Demonstrated interest to work in the energy sector, at the Utility specifically.
- Full-time student requiring completion of an internship program to obtain credit for their College Degree Course
- Participant of FAAN's Stree-Shakti Project (energy sector job readiness program) that Urja Nepal is collaborating to implement.
- Willing to travel and relocate if assigned to duty station different than current residence.
- Interested in working at the Utility following completion of the Internship.
- Have not participated in internship program in the past.

6. What to expect

The candidates enrolled in the internship program can expect the following:

- Paid Internship
- Field Visits
- Workshop
- Performance Monitoring

7. What we offer

- Good environment to enhance work skills and leadership skills.
- Good opportunity to develop a career in the utility field
- Good social environment where diversity is encouraged.
- Good work environment with dedicated colleagues and mentors.

8. Project Timeline

Six-Months Work plan (July to December 2023)								
SN	Activity	Period of Performance						Remarks
		July	Aug	Sept	Oct	Nov	Dec	
1	Activity 1: Student Selection							
1.1	Written Examination							
1.2	Interviews							
1.3	Group Discussion							
2	Activity 2: Training programs							
2.1	Training and awareness Classes							
2.2	Field Visit inside Kathmandu Valley							
2.3	Field Visit outside Kathmandu Valley							
3	Activity 3: Intern Placement							
3.1	Placement in NEA offices							Starting from third week of August
3.2	Performance Monitoring							
4	Activity 4: Post Internship Assessment							
4.1	Written Examination							
4.2	Presentation							