Specialist, Corruption Prevention (Energy sector) – Ukraine

Place of work:	Kyiv, Ukraine
Employment rate:	100%
Start date:	As soon as possible
Contract type:	1 year with possibility of extension

Basel Institute on Governance

The Basel Institute on Governance is a hands-on centre of competence dedicated to promoting good governance and countering corruption for a more peaceful, just and sustainable world. Established in 2003 in Basel, Switzerland, the Institute works with partners worldwide to advance knowledge, practice and policy on anti-corruption, asset recovery and business integrity. With field operations worldwide, it has some 150 staff covering 32 nationalities. The Basel Institute is an Associated Institute of the University of Basel.

The Basel Institute has been implementing diverse programming in Ukraine, developing its collaboration with multiple state agencies as well as state-owned and private corporate entities, with the support of Switzerland, Norway and Liechtenstein. The key objective of the Basel Institute's programming in Ukraine is to support Ukrainian partners in maintaining and strengthening anti-corruption measures while the country wards off the war of aggression and prepares for EU membership.

Job description

The Basel Institute implements projects aimed at strengthening corporate governance and corruption prevention systems in the public sector, with a specific focus on internal controls, compliance and risk management.

We are seeking a highly motivated Specialist with strong expertise in corporate governance, internal control and compliance systems to provide analytical, advisory and implementation support to stakeholders in the energy sector.

This will include participating in corruption risk assessments, supporting the implementation of corruption prevention measures, and contributing to capacity building initiatives aimed at strengthening corporate governance and anti-corruption practices among energy sector partners.

The Specialist will work under the supervision of a Senior Specialist, Corruption Prevention, and engage closely with relevant stakeholders, providing ad hoc analytical and technical input in response to project-related tasks and requests.

The candidate should have strong knowledge of Ukrainian legislation on energy markets and policy, corporate governance and corruption prevention, as well as international best practices on good governance, integrity and ethics.

Key responsibilities

Advisory and analytical work

- Conduct, under the supervision of the Senior Specialist, comprehensive diagnostics of internal control, audit, compliance, fraud prevention and risk management systems in energy sector institutions, including corruption and fraud risk assessments.
- Identify regulatory, institutional and operational gaps affecting the effectiveness of oversight bodies in overseeing integrity and control frameworks.
- Provide analytical and technical input to support energy sector partners on an ad hoc basis, including preparation of briefing notes, policy advice, and tailored recommendations on corporate governance and anti-corruption matters.
- Monitor and analyse Ukrainian legislation, policy developments and international best practices (including international standards) related to corporate governance, internal control, fraud prevention and compliance systems.

Capacity building and training

- Contribute to the design and implementation of capacity building strategies for energy sector partners, with a focus on strengthening oversight of risk management, internal controls and anti-corruption compliance.
- Develop training materials, methodological guidelines and practical tools tailored to the Ukrainian context.
- Support the delivery of training activities and awareness-raising initiatives.

Research, coordination and reporting

- Conduct data collection, research and analysis to inform project outputs, including surveys, interviews and review of corporate documentation.
- Prepare high-quality communication materials, analytical reports, presentations and policy briefs for government, donors and other stakeholders.
- Support coordination within the project framework, including contributions to the work of interagency or interdepartmental working groups.

- Monitor implementation progress and contribute to regular project reporting and documentation of results.

Stakeholder engagement

- At the request of the Senior Specialist and/or Senior Advisor for Central and Eastern Europe, participate in coordination meetings, brainstorming sessions and workshops.
- Due to the multi-sectoral nature of the engagement, the Specialist will engage with numerous stakeholders at the Basel Institute and with energy sector partners.

Qualifications and skills

- University degree or equivalent in Law, Internal Audit, or a related field.
- At least 5 years of relevant professional experience as an analyst or policy expert in compliance, internal audit, internal investigations, corporate governance, risk management or corruption prevention.
- Proven track record in drafting analytical reports, conducting research, and developing internal regulations and policies.
- Strong research and analytical skills, with the ability to translate findings into practical recommendations.
- Strong legal drafting skills, including experience in preparing internal regulations, policies, legal opinions and other legal documents
- Demonstrated expertise in developing comprehensive training and capacity building strategies.
- Professional experience in training or consulting on compliance, corporate governance, or risk management.
- Experience in Big Four, top-tier law firms, audit firms, SOEs, state agencies and in a role such as Audit, Compliance or Legal offices is an advantage.
- Relevant experience in the energy, oil and gas or other heavy industries is a strong advantage.
- Proficient in MS Office.
- Languages: native fluency in written and spoken Ukrainian, excellent English skills.
- Strong coordination and stakeholder-engagement skills.

Location

The Specialist must be based in Ukraine or willing to relocate.

Offer

We offer an interesting and rewarding working environment with a proactive, dynamic and international team spirit. The work is both routine and varied, and offers scope for initiative and innovation. The salary is competitive.

Application

Please submit your application at your earliest convenience using the following link: https://intranet.basel.institute/job/apply/85. This position will remain open until filled. Applications will be reviewed on a rolling basis.

For further information about this position, please contact **hr-kyiv@baselgovernance.org**.

***** Why work with us? Watch this video to find out more. *****

Equal opportunity employer

The Basel Institute is an equal opportunity employer. It does not discriminate on the basis of race, religion, colour, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental disability, national origin, veteran status or any other basis covered by appropriate law. All employment is decided on the basis of qualifications, merit, and business need.