

Researcher Job Description

Location: Bucharest, on site, with possibility for hybrid

Type: 12 months fixed-term contract, with possibility of extension

Salary: €2,200 to €3,000 gross salary

Annual leave: 23 days

Availability: as soon as possible

About EPG

EPG is an independent, non-profit think tank focused on energy and climate policy in Romania and the European Union. Founded in 2014, EPG operates as a policy research institute primarily financed through competitive grants, philanthropic organisations and, to a limited extent, private sector projects. EPG aims to promote an evidence-based dialogue on how to balance decarbonisation, economic competitiveness and social fairness, engaging decision-makers, industry, and the public.

The role: key responsibilities

You will be joining as a **Researcher** in the Buildings and Cities Team which carries out research to support the transition to sustainable, low-carbon built environment. We examine buildings and communities to understand energy use, emissions, housing quality, and social impacts. Most of our research is done nationally and internationally, in consortiums and in close collaboration with organisations, experts, and public institutions in the construction sector.

In this role, you will contribute to research projects by preparing background analysis, presentations, and contribute to drafting policy and research papers. Your work will focus on one or more of the dimensions mentioned above, depending on your skills, experience, and interest. You will also support the communication and dissemination of our research, which may include contributing to conferences, workshops, and stakeholder events.

Your responsibilities will include:

- Conducting research on EU and national policy areas on building decarbonisation and housing, literature reviews, data collection and analysis, monitoring policy developments.
- Writing research reports, policy papers, commentaries, op-eds, and presentations.
- Presenting findings at conferences and engaging directly with stakeholders.
- Supporting the delivery of workshops, seminars, and stakeholder events.
- Contributing to grant proposals and supporting project coordination tasks.

- Preparing data visualisations and research results to support presentations and reports in collaboration with the Data Analytics Team.
- Supervising research assistants and interns.

Why join EPG?

Independence and impact. EPG is funded through competitive grants and philanthropic organisations; we do not accept money that requires predetermined conclusions. Your research serves policy impact, not client interests.

Direct engagement. You will meet with ministry officials, contribute to policy consultations, and present at stakeholder roundtables. Your work directly informs Romania's implementation of EU directives.

Personal recognition. You will publish under your own name and build a publication record immediately.

Specialist expertise. You will focus exclusively on buildings policy. Buildings account for 40% of EU energy consumption, making them critical to reaching net zero. Fewer researchers specialise in this area compared to renewable energy or electric vehicles, meaning less competition and faster recognition as an expert.

Due to our small, grant-funded think tank structure, candidates must accept specific conditions:

Flexible task allocation. Small team size means everyone handles multiple tasks beyond pure research. You will be involved in event organisation, publication review, and general office support.

Limited administrative support. Researchers do some of their own coordination and logistics.

Funding uncertainty. Grant-based funding means some uncertainty about the future project portfolio.

Commitment. You must be willing to stay in or relocate to Bucharest and maintain a regular office presence (hybrid working).

Candidate profile

This role is suitable for a professional who values building recognised expertise in an undersupplied field.

Experience:

- 3 to 5 years of relevant work experience in research, academia, non-profit organisations in similar or related fields, with a solid interest in research.
- Graduate degree (Master's level or equivalent) in a relevant field, such as political or environmental sciences, architecture, engineering, or economics.

Skills and abilities:

- Professional writing skills for reports, policy papers, and other academic publications.
- Professional written and oral communication skills, as well as analytical abilities.
- Presentation and facilitation abilities.
- Proven ability to work independently and collaboratively within diverse teams.
- Organisational skills, attention to detail and ability to synthesise complex data.
- Project management skills, organisational skills, with the ability to multitask and meet deadlines.
- Excellent command of Romanian and English (C1 or native), both orally and in writing.

Additional requirements:

- Keen interest in and good understanding of buildings and housing policy issues.
- You are comfortable with direct stakeholder engagement: presenting to public officials, moderating roundtables, speaking in public.
- You understand that small team size means flexible task allocation beyond your core research area.

How to apply

Applications are taken on a rolling basis until 18.01.2026.

Send a single PDF to office@epg-thinktank.org containing:

- CV, maximum 2 pages.
- Cover letter, maximum 1 page, explaining why you want this specific role.
- List of personal publications, maximum 1 page.
- **Next stage:** Selected candidates will be asked to provide a written sample in English, no more than 20 pages.

Important: Incomplete applications will not be considered. Furthermore, please note that candidates must already have the legal right to live and work in the European Union, as we

are currently unable to provide visa sponsorship or relocation assistance. We encourage all talented individuals across the EU to apply and look forward to hearing from you.

EPG welcomes applications from diverse backgrounds irrespective of age, gender, ethnicity, religious beliefs, sexual orientation, or disability.

Privacy notice

By submitting your application (CV, cover letter, and any supporting documents) for the Researcher position, you acknowledge and agree that the Energy Policy Group (EPG) will process your personal data for the purpose of recruitment and selection. EPG acts as the Data Controller for the data provided in this application.

Your data will be processed strictly for the purposes of evaluating your suitability for the role, communicating with you regarding your application, and documenting the recruitment process.

The processing of your personal data is necessary to take steps at your request prior to entering into a contract (Article 6(1)(b) of the GDPR).

We will retain your personal data for a limited period after the recruitment process concludes. This retention period will not exceed 6 months unless you explicitly consent to a longer retention period for future opportunities.

Any questions regarding your data privacy? Please contact us at dpo@epg-thinktank.org.