

Job Description – Sustainability Analyst



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Job Name: Sustainability Analyst
Hiring Manager: Sunil Shah
Reference: AA 1801
Date: 22nd November 2018

Acclaro Advisory

Acclaro Advisory is a specialist consultancy providing organisations with a range of environmental management and sustainable business solutions. We work with multinational corporations, governments and NGOs.

We are seeking an individual to support key deliverables for a major client. The candidate will also support other projects for clients as and when required. The position is based in our Wokingham office, where we offer a flexible work style, fast career progression for motivated individuals, client contact and industry exposure from the very beginning.

Acclaro prides itself on creating long lasting relationships with clients and delivering excellence in our work. We expect the candidate to live up to the company values and adopt the culture of the workplace.

Role

We are looking for an enthusiastic analyst with 1 to 2 years' experience of working with corporate greenhouse gas inventories, and an understanding of environmental reporting approaches. The individual should have experience of working with large quantities of data and be able to deliver work to a good standard, whilst coping with the pressure of key deadlines. The role will be to support the project manager with key deliverables from Acclaro clients, whilst engaging with marketing support for the company to externally portray its experience and performance to prospective clients

Responsibilities

- Undertake the data analysis of corporate GHG inventories as part of the service offered to a major long-term client.
- Perform data analysis of environmental data as part of a verification and reporting

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programme

- Undertake other sustainability projects required by Acclaro Project managers which relate to a range of environmental and social topics.
- Create marketing collateral such as case studies and blogs that discuss Acclaro achievements in the projects being worked on.
- Undertake an internal project which helps to assist the development of a small business.

Required Skills

The successful candidate will have the following:

- Good spreadsheet capabilities and ability to learn new technology platforms.
- Education to a degree level in an environmental or science discipline, with 1 – 2 years of industry experience.
- An understanding of corporate sustainability reporting
- An understanding in corporate environmental impact (understanding of corporate social impact also a bonus)
- A mentality of getting something fixed if it needs fixing
- A strong interest in the built environment and sustainability solutions for business
- Understanding of environmental management systems

Please send your CV with a short covering letter/email to Jennie.Wilson@acclaro-advisory.com

No agencies please.