

Job Name:	Researcher/Analyst
Hiring Manager:	Tasha Moran
Salary	£21,000 - £30,000 per annum according to qualifications and experience

Acclaro Advisory

Acclaro Advisory is a specialist sustainability consultancy that provides organisations with a range of environmental and social sustainable business solutions. We have a network of clients ranging from small and medium sized companies to multinational corporations, to government bodies and NGOs. We specialise in two key areas of sustainability: Net Zero and Responsible Business, and also run the Sustainable Facilities Management Index.

Acclaro is an agile small business in a fast-moving environment and set to expand rapidly. We work in partnership with our clients and advise them on their strategic direction to go beyond a compliance-led approach and help build a sustainable future, giving them competitive advantage and leadership status.

We are based in our Wokingham office with hub locations in London and Reading, but (following initial induction period in Wokingham) offer the freedom to combine remote independent working with office-based collaboration and teamwork. Hard work is rewarded to motivated individuals with fast career progression, client contact and industry exposure. Employees can learn from our specialist team of consultants with a wealth of experience in the industry. 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. To show us that you have understood this requirement, please list Acclaro's company values (found on our website) in your email containing your cover letter and CV.

Roles

We are seeking graduates to join the team in full-time roles to work on several client projects. Key tasks will involve research, data analysis, preparing presentations and report content, and supporting the project managers and project directors to allow them to deliver work on time to a high standard.

We are looking for hardworking and enthusiastic individuals driven to work within the sustainability industry. The individuals will be pushed into a steep learning curve and need to be quick learners with the personal motivation to achieve targets. They will be introduced to projects that involve greenhouse gas inventories, energy management in buildings, biodiversity audits, corporate sustainability reporting, strategy development and more. Applicants should have experience of working with numerical and non-numerical data and being able to synthesise and interpret data into meaningful and material conclusions. They should have attention to detail and be able to deliver work to a high standard, whilst coping with the pressure of tight deadlines. We are looking for outward looking personalities who are eager to progress into client-facing consultant roles and (in time) will be comfortable

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building up a professional network that will build the Acclaro client base. They will also have a ‘muck in’ mentality in a small business environment where we all have responsibility to keep the business running in good shape.

Responsibilities

- Undertake research, data analysis, and a range of tasks that will support project managers/directors for client sustainability projects.
- Work with consultants on the development of new service offers for the company.
- Create presentations and reports
- Prepare submissions for reporting frameworks such as GRI and CDP

As a small business we want do-ers who are happy to pitch in with the general upkeep of a business when required.

Required Skills

The successful candidates will have the following:

- Education to degree level in an environmental science or related discipline (optional for researchers)
- An understanding of popular methodologies for measuring and reporting carbon and a research-oriented approach to developing these skills
- An understanding of corporate sustainability reporting
- An understanding of corporate environmental impact (understanding of corporate social impact also a bonus)
- Intermediate to advanced spreadsheet capabilities and ability to learn new technology platforms
- Excellent English oral and written skills
- A mentality of getting something fixed if it needs fixing
- The successful candidate must, by the start of the employment, have permission to work in the UK

Package –

- Starting salary: £21,000 per annum Researcher / £26,000 Analyst (£30,000 Consultant)
- 23 days annual leave
- Pension, Income Protection and Employee Assistance Programme
- Permanent full-time contract
- Flexible working

Please send your CV with a short covering letter that shows your passion and suitability for the job based on what you have read in this ad. Email to hr@acclaro-advisory.com.

No agencies please.