

Job Description

Job Title	Energy and Environmental Excellence Graduate
Department	Services
Location	Bathgate, travel as business needs require
Reporting to	Operations Director
Line Manager to	N/A
Key Relationships	Operations Director, Senior Management Team, Contract Managers, Contract Supervisors, Services/Insulation Administration Department, all trades, customers, clients, sub-contractors.

The information given below is intended to provide an understanding and appreciation of the workload of the job and its role within Everwarm. The job description outlines the main purposes in general terms only and is not intended to be prescriptive.

You may be required to carry out other duties in order to commensurate with the post. This will not change the character or purpose of the post but will be necessary to maintain high standards of business practice.

This job description, through Business reasons, may be altered from time to time to meet the changing needs of the Company.

Overview of the Role

The Energy and Environmental Excellence Graduate is a new role risen to support the Operations Director in key projects, spanning across various focus areas including investment grade proposals for commercial and residential properties, carbon reduction strategies, energy savings, new technologies, and fuel bills and usage. We are looking for a dynamic and driven individual who can work independently and manage the full cycle of each project. This is unique role that would suit an individual with a passion to make environmental change and who has a diverse set of skills that can rise to the challenge.

Main Duties and Responsibilities:

The successful individual will be undertaking analysis of energy data to help increase efficiency and improve savings for a variety of projects, as well as analysis of the performance of the efficiency measures.

The main responsibilities of the Energy and Environmental Excellence Graduate are:

- Analysis and interpretation of measured energy data
- Calculation of energy assessments
- Put forward proposals to save carbon reduction, energy, and fuel bills/usage.
- Become familiar with new technologies e.g. hydrogen gas and become subject matter for project
- Written and verbal communication/presentations of projects and proposals
- Managing energy / CO2 emissions performance of existing projects
- Enabling clients/customers to optimise their portfolios
- Enabling clients/customers to be “future ready” – Demographics, technology, climate
- Energy Performance Certificates
- Bespoke/strategic sustainability guidance

Job Description

Qualifications

- Degree in relevant discipline (e.g. engineering, sustainability, renewable energy)

Skills, Knowledge and Experience:

Essential

- Understanding of technical aspects of energy and environmental efficiency
- Confident with Microsoft Office programs
- Programming and project managing capabilities
- Excellent communication and reporting skills
- Ability to work as part of a team and autonomously
- A flexible and proactive approach
- A demonstrable interest in energy efficiency and environmental change
- Open and honest about errors and demonstrates learning from errors
- Confident decision maker
- Strong numerical skills
- Strong attention to detail

Desirable

- EPC experience
- Experience of Building Regulations and policies
- Technical expertise in buildings and the wider built environment
- An understanding of the wider context of sustainability from a policy and regulatory perspective
- Sustainability or engineering experience
- Experience of translating commercial and residential property owners needs into efficient and innovative solutions
- Hands-on experience developing functional strategies and procedures for energy and carbon reduction
- Experience of advising on environmental technical design, planning and Building Regulation compliance documentation.

Additional Requirements:

- Enhanced Disclosure Check
- Full Clean Driving License

What We Offer

- Competitive Salary
- Employer contributed pension scheme
- Employee Assistance Programme with 24 hours telephone and online access
- 32 days annual leave (Inc. statutory bank holidays and Christmas and New Year Closure!)
- Generous sick leave
- Sureserve Group Academy programme that acknowledges the success of our trainees and apprentices
- Sureserve Group Legends scheme, with a reward for the ultimate legend!
- Employee engagement events to bring together colleagues and families e.g. Everwarm Family Fun Day, Summer BBQ, Christmas Night out!
- Access to Flexible Benefits Scheme (including buy/sell holidays, discount to retailers, bike to work scheme, Healthshield care plan, and many more).
- Work for PLC Company with option to join share save scheme.