



## Role Profile

<b>Job Title:</b>	Consultant – Sustainability / BREEAM / LEED	<b>Location:</b>	UK - Flexible
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### JOB DESCRIPTION

A broad BREEAM / LEED role that also encompasses wider sustainability assignments. This person will be responsible for the pre-assessment and delivery to completion of BREEAM / LEED and sustainability projects.

Carbonbit is committed to helping develop a sustainable world. We design innovative, sustainable solutions, that minimise the use of natural resources whilst helping clients achieve their sustainability ambitions. The successful candidate will join us at a crucial stage in our development and be a significant contributor to the growth of the firm. A competitive salary is on offer.

#### KEY RESPONSIBILITIES:

- Within a collaborative and supportive team of consultants, you will be responsible for helping to win and deliver projects (mainly with clients in the private sector) on LEED, BREEAM, WELL, energy and carbon management, and wider sustainability. Client liaison, project management and technical delivery will be required from initial client engagement through to provision of final reports. To assist our team, the successful candidate will:
- Be capable of taking over, managing and delivering existing energy and carbon management projects, as well as writing proposals for new work.
- Be the client lead for key projects, demonstrating experience of working face-to-face with clients and managing their expectations.
- Undertake a project management role, controlling budgets and timings, and allocating tasks to colleagues as required.
- Liaise with specialist sub-contractors and build relationships internally and externally.
- Input technical expertise to energy and carbon management bids and projects.

#### KEY PERFORMANCE INDICATOR AREAS:

- Have practical career experience and be able to demonstrate relevant technical capability, effective project management and excellent communication skills.
- Have a higher education qualification (Bachelor's Degree) in an environmental discipline and ideally be on the path to Chartered
- Have experience of working in the consultancy sector ideally, to demonstrate that you have the necessary commercial awareness, but we are also interested to talk to candidates currently performing environmental roles directly within industry.
- Demonstrate technical expertise and understanding across the following technical areas:
  - LEED / BREEAM AP
  - WELL
  - Energy and carbon management planning and strategy



- Net Zero strategy development
- Carbon footprinting and verification
- Energy auditing and identification of energy saving / decarbonisation measures
- Regulatory compliance - knowledge of both current and future environmental and energy related legislation.
- Have demonstrated experience of working face-to-face with clients and managing their expectations.
- You will need to hold a Full UK Driving licence for this position.
- Superb delivery of the services and projects resulting in the meeting of and wherever possible, exceeding client expectations
- Communicate timely, accurate management information and solutions
- Collaborate effectively with internal / external team members in a flat structure

## Person Specification

### IDEAL KNOWLEDGE, SKILLS & ABILITIES

- Analytical skills with ability to identify, develop and implement solutions.
- Excellent writing skills to communicate clearly and without errors - accuracy and attention to detail are vital.
- Strong client and stakeholder communication skills e.g. influencing, negotiation, presentation and relationship management skills.
- Project management skills that demonstrate ability to manage and account for time spent, and to deliver work on time and budget.
- Team working and ability to coordinate and prioritise activities to ensure delivery of agreed targets.
- Ability to work autonomously and pro-actively.
- High level of computer literacy, including familiarity with the full Microsoft Office software suite.
- A flexible approach - able to see where help is needed and support colleagues as necessary.
- Be comfortable juggling a variety of tasks in a sometimes fast-paced operational environment.
- Understanding of optimisation, digitalisation, and smart technologies around organisational sustainability
- Strong knowledge of practical implementation of ESG / Net Zero / TCFD frameworks

### IDEAL QUALIFICATIONS AND EXPERIENCE

- Hold at least a 2:1 at Degree and ideally a Master's or advanced Professional qualification
- Willingness to further qualifications (e.g. CEng or CEnv or CEM)
- Enjoys developing new concepts in collaborative environment
- Willingness to travel/flexibility to work on international projects

*Please apply in writing with a CV and Cover Letter using the form on the Careers page*