



Job Description: Consultant – Data Reporting & Insights

Reports to: Head of Data Reporting & Insights (Real Estate team)
Location: Overmoor (near Corsham, Bath) preferred, London or Chorley

Who are we?

Verco is an award-winning employee owned energy consultancy. Our vision is to provide solutions for a zero-carbon world; helping our clients reduce their environmental impact and save money through data drive analysis, grounded advice and real-world solutions.

We are proud to work with some of the biggest names in the business, across a wide range of sectors; from governments designing energy efficiency policy, to work with industry leaders on their pressing energy and resource management challenges. We provide a wide range of reporting, compliance and energy management services using our proprietary software Carbon Desktop™, in conjunction with an experienced consultancy team and latest analytics.

Overall Role Purpose:

This role exists to provide support for and to manage reporting and compliance based services projects, working with some of the UK's leading sustainability teams

The purpose of the Consultant role is to provide experienced technical resource to projects and business development activities and to meet or exceed targeted levels of utilisation and productivity. This role will act as a Project Manager for small to medium size reporting and compliance based services projects, whilst supporting large programmes, working with some of the UK's leading sustainability teams.

This is an opportunity to work with industry leaders in the real estate market and you will play an important role in delivering on their vision. The role will focus on the implementation of sustainability strategies, performance management and benchmarking. By engaging with a wide range of key stakeholders on a day-to-day basis, you will play a key role in managing sustainability risks and realising opportunities across the portfolios.

Primary Responsibilities:

1. Project Management

- To support and manage global data management and environmental reporting projects to ensure delivery to client on time, to quality and within agreed budget. Supporting the delivery of our clients' sustainability objectives and being a pro-active and confident agent of change to help ensure they continue to be a market leader in ESG.

2. Technical input

- To provide technical input on the environmental performance of property assets to support the achievement of deliverables to time and to budget

3. Business development and proposal writing

- Assist and lead on proposal creation through the collation of required information and to provide support to managers and directors in order to achieve individual and sales targets.

4. Client management

- Maintain and develop strong relationships with existing and new clients through professional interactions. Develop an external network through which to champion Verco's services.

5. Operational

- Provide timely responses to operational needs including time-sheeting, invoicing, reviews, project management information, health & safety, etc.

6. Performance targets

- To take shared responsibility for meeting or exceeding targeted levels of personal performance and productivity and for advertising capacity levels and availability

Training/Personal Development:

You will be supported in your career development, through developing your core skills such as project management, etc. whilst also developing your technical skills and competencies and to supporting you towards a Chartership.

International travel may be required for this role.

Profile:

Project delivery:	80% of time
Training:	10% of time
Operations/overhead:	5% of time
Business Development:	5% of time