



## Energy Data Analyst/Administrator Deliver for Zero – Corporates

Reports to: Head of Deliver for Zero (Corporates)  
Location: Chorley (preferred), London or Overmoor (Corsham near Bath)  
Salary: £24k – 26k

### Who are we?

Verco is an award-winning employee-owned energy consultancy and B Corp. Our vision is to provide solutions for a zero-carbon world; helping our clients reduce their environmental impact and save money through data driven 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.

### The Role

The Energy Data Analyst/Administrator role will provide excellent technical support to our consultants, in the validation and analysis of ongoing utility usage; identifying errors in the energy data, and reporting on issues in relation to site impact. You will be working to maintaining and improving our data systems and providing initial insight for consultants for corporate reporting. You will be working with worldwide large manufacturing and energy intensive clients and helping to grow important accounts.

Within the Deliver for Zero team, the Energy Data Analyst/Administrator will support the delivery of energy and water management consultancy services to Verco's manufacturing and energy intensive clients using Verco's proprietary energy management software Carbon Desktop™ and associated systems such as automatic metering and monitoring and telemetry systems.

The role represents the entry point within Verco's career structure and the opportunity to develop and demonstrate your capabilities. The role is an exciting opportunity for someone who has a keenness in analysing technical data, has an understanding of electrical, mechanical or chemical process engineering and who is passionate about sustainability and renewables and wants to make a real difference to the environment.

### Primary Responsibilities

**Data management/Analytics:** Provide high quality insightful data analysis which supports the ongoing energy management challenges faced by our clients. You'll have a keen focus on extracting data from metering and monitoring equipment associated with our energy management services. Analysing and manipulate data to produce reports to demonstrate compliance with energy and environmental targets, as required by our clients.

**Project Management:** Delivering project inputs according to time, quality and budget requirements.

**Technical input:** Provide technical input to projects. Work with sites to maintain data systems and develop metering and data collection solutions that are supported by Verco's proprietary Carbon Desktop Software.

You'll be leading data health checks, monitoring the accuracy of the data used for reporting, as you will highlight anomalies to enable timely intervention with faulty or inaccurate equipment.

**Client management:** Maintain strong relationships with existing clients through professional interactions.

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

## Person Specification

Job related attributes	Essential criteria	Desirable criteria
<b>Education, Qualifications &amp; Training</b>	A level of equivalent in maths, science or related subject.	Degree (or equivalent) in Engineering
<b>Employment Experience</b>		Supporting/advising clients on technical issues energy analytics
<b>Knowledge &amp; Understanding</b>		Understanding of energy use in Industry and/or industrial processes, building/s, sustainable energy generation technologies
<b>Skills / Competencies</b>	Very high level of competence in the use of IT, including Excel Strong data analytics skills. Strong communicator (verbal & written) Great attention to detail Proactive and inquisitive approach Ability to work independently & creatively on challenging problems	Working knowledge of Microsoft Power BI
<b>Other requirements &amp; attributes</b>	Able to present a professional appearance A passion for sustainability	Willingness to travel nationally/ internationally

## Benefits and Personal Development

Verco provides a supportive environment, and is committed to helping everyone across the business develop. The role represents the entry point within Verco's consultancy career structure and the opportunity to develop and demonstrate the capabilities required to perform a full consultancy role within the business. You will be supported in your career development, through developing skills such as project management, your technical skills and to supporting you towards a Chartership.

Our benefits include an annual performance based bonus, 5% pension contribution, Medical Insurance (currently with BUPA), Life assurance (4 x annual salary), Travel Insurance (work and personal including winter sports), Payment of an annual membership of an association, Interest free travel loans, Cycle to work scheme, Give as you earn scheme, Annual eye tests/check-ups, etc.

We are an employee owned business, and therefore share purchase options will be available periodically to the team.

We care about your wellbeing, and develop Wellness Action Plans with you. We aim to be as flexible as we can be with our team, and this includes home working (although we do ask the team to be in the office twice a week). We organise social events and volunteering activities in particular regarding STEM.