



Job Description: Senior Consultant – Policy, Strategy & Compliance

Reports to: Head of Environmental Reporting
Location: Overmoor (Corsham near Bath)

Introduction:

Verco is an award winning employee owned energy consultancy at the forefront to the transition to zero carbon. We work with Governments designing energy efficiency policy and work with industry leaders on their pressing sustainability issues. We combine outstanding policy and strategic insight with exceptional engineering and in house software capability.

Overall Role Purpose:

The purpose of the role is to act as account manager for clients in the commercial real estate and retail sectors and lead the technical delivery of complex data management and environmental reporting projects. The role will also include targeted business development activities to support the acquisition of new work.

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 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. **Account management:** to maintain strong relationships with existing clients and build new relationships in order to win further work including cross-selling Verco's full range of services
3. **Technical input:** to provide technical input on the environmental performance of property assets to support the achievement of deliverables to time and to budget
4. **Business development and proposal writing:** Identifies opportunities for sales and business development. Progresses business development opportunities in order to increase sales and meet targets. Writes proposals to meet the needs of clients and secure sales

5. External champion for service: Promote Verco's services via networking externally and maintaining strong client relationships in order to bring in new clients and gain repeat work from existing clients
6. Operational: provide timely responses to operational needs including (but not limited to) timesheet, invoicing, reviews, project management information, health & safety etc.

Profile:

Business Development:	10% of time
Fee earning:	80% of time
Training:	5% of time
Overhead:	5% of time