



Person Specification: Senior Consultant – Real Estate

Reports to: Head of Aim for Zero Real Estate
Location: Overmoor (Corsham near Bath) or London

| Attributes | Essential criteria | Desirable criteria |
|---|--|---|
| Education, Qualifications & Training | Degree (or equivalent) in engineering, economics, sciences, environmental or in an equivalent and relevant area | Masters or relevant post-graduate qualification Member of a professional institutions such as IEMA, CIMA Project Management qualification such as PRINCE2 or APMP |
| Employment Experience | Experience of: <ul style="list-style-type: none">managing projects, project teams and delivering to deadlinessustainability/ESG regulation or voluntary reporting in the property sectorundertaking complex analytical tasksmanaging bids and bid teams and delivering proposals to deadlinesengaging successfully with senior stakeholders in client businesses | Experience of: <ul style="list-style-type: none">account management and new business development with clientsleading, facilitating & presenting at workshops, seminars & conferencesadvising clients on strategic risks and opportunities, such as target setting, policy impact assessments or risks and opportunity appraisalssetting or supporting with sustainability strategy, corporate target-setting or measurement of carbon impactsdeveloping, evaluating or assessing investment strategies for real estate businessespolicy and impact analysis from a client perspectivetechnology, financial, legislative and market instruments to achieve and report on global, national & corporate carbon mitigation and environmental objectives and targets |

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| Knowledge & Understanding | <p>Sound knowledge & understanding of:</p> <ul style="list-style-type: none"> • sustainability issues & carbon management • the principal sources of GHG emissions from buildings • ESG relating to commercial real estate • UK and European energy and climate change policy frameworks. • key voluntary reporting investor initiatives, such as GRESB, TCFD, CDP & SBTi | <p>Knowledge of any of the following:</p> <ul style="list-style-type: none"> • CRREM • UKGBC guidance • NABERS • REEB • Energy Star • BREEAM |
| Skills / Competencies | <p>Excellent account management skills; proven ability:</p> <ul style="list-style-type: none"> • to build/maintain strong relationships • to manage client expectations • in conflict management <p>Excellent programme & project management skills</p> <p>Strong communicator in both verbal and written formats</p> <p>Sophisticated analytical approach</p> <p>Ability to work independently & creatively on challenging research problems</p> <p>Demonstrable proactive long-term approach; planning & organisational skills</p> <p>High level of competence in the use of IT, including Microsoft Office</p> | <p>Working knowledge of Microsoft Power BI and other Office 365 products</p> <p>Familiar with the use of financial frameworks and models</p> <p>Ability to manipulate large data sets and undertake effective analysis to answer client questions and present for internal and external reporting purposes</p> |
| Other requirements & attributes | <p>Willingness to travel nationally and internationally to implement projects</p> <p>Able to present a professional appearance to clients and partners</p> | <p>Clean UK driving licence</p> |

Updated: 25/03/21 by Adam Smith