

CONTRACT ADVERTISEMENT

ENERGY EFFICIENCY PROJECT CONSULTANT

12TH AUGUST 2020

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SUMMARY

A full-time position for a Consultant with subject matter knowledge in at least one of: clean energy, energy efficiency, micro grids, sustainable finance. The Consultant will be home-based but with frequent project meetings in London and Oxford, and occasional European travel, anticipated once Covid-19 restrictions are fully lifted.

The Consultant will co-deliver several innovation projects (already secured), working closely with the EnergyPro consultancy team. This is an opportunity to work with a leading specialised consultancy and gain exposure to a range of projects and organisations.

A full-time contract with immediate start and a 6-month probation period is envisaged

BACKGROUND

1. [EnergyPro](#) is a group of companies with the purpose of accelerating investment into the energy transition. We inform, innovate, incubate and invest. Our consultancy company, EnergyPro Ltd ('the Company'), specialises in energy efficiency, energy services and the financing of energy projects and companies. It advises corporates, investors, governments and international finance institutions.
2. The Company undertakes selected innovation and demonstrator projects in order to develop IP and know-how related to this core purpose. The Company has secured several such contracts for commencement in autumn 2020, and is also currently delivering a UK government- funded project to target small and medium businesses with energy efficiency propositions, from which it intends to spin off a new venture over the same timeframe.

3. This SME-focused project is entitled 'ESCO-in-a-box', and is being delivered under the 'Boosting Access for SMEs to Energy Efficiency' programme, in partnership with Low Carbon Hub and Oxford Brookes University.
4. Two further projects are to be funded via the European Commission's Horizon 2020 programme, with EnergyPro forming part of a consortium with organisations from European Member States. One project focuses on the development of micro grid projects as a solution for decarbonising local energy systems, involved a number of demonstrator projects across Europe. The other project focuses on the investability of energy efficiency, in particular the standardisation of project and asset data for investors.
5. The Company has immediate need for a Consultant with experience in related fields to co-deliver these projects with immediate start. The successful candidate will need to take ownership of both project content and selected project management activities, while coordinating closely with the EnergyPro consultancy team.
6. This time-limited role is being advertised to ensure the Company has adequate resources to fulfil its contracted obligations over Q4 2020 and Q1 2021. However there is a strong chance that further support will be required beyond this period.

MAIN RESPONSIBILITIES

1. Work seamlessly with the EnergyPro consultancy team and relevant project teams:
 - Self-manage workload while coordinating efforts;
 - Capture requirements of each project, identify synergies and opportunities for innovation;
 - Be agile and responsive to shifting requirements;
 - Manage risk.
2. Develop and apply subject matter knowledge in the following areas. We expect candidates to have direct work or research experience in at least one of these fields.
 - energy efficiency
 - energy systems
 - smart grids and micro grids
 - finance and investment
 - other relevant clean tech
3. Research and analysis as required by the projects.

4. Report-writing and other communication of methods, findings and conclusions. The approach should combine academic rigour with a commercial focus and a sense of urgency.
5. Presentations and meetings – virtual and in-person – with clients and stakeholders.
6. Other tasks as necessary to achieve the project outcomes, as required.

The role will report to the Managing Director for Consultancy, EnergyPro Ltd.

PERSON SPECIFICATION

1. Qualifications and experience:
 - Graduate or post-graduation qualification in related discipline;
 - Relevant experience in employment or consultancy roles.
2. Skills:
 - Excellent verbal and written communication skills, including ability to lead discussions and meetings, and to write reports to a high standard;
 - Excellent project management skills;
 - Process mapping skills;
 - Expertise in relevant software;
 - Numeracy;
 - Commercial awareness;
 - Ability to work under time pressure and to meet deadlines.
3. Attributes:
 - Highly organised, self-tasking, able to thrive in a high-performing team;
 - Comfortable with remote working, and managing competing priorities;
 - Ability to synthesise complex and potentially contradictory information;
 - Tenacity and patience.
4. An interest in and a commitment to bringing about a just transition to a cleaner, greener environment, aligning with the wider goals of the Company, will be welcomed.

HOW TO APPLY

The Company is committed to creating a diverse working environment. All qualifying applicants will receive consideration for engagement as a consultant, without regard to race, colour, religion, gender, gender identity or expression, sexual orientation, national origin, disability, age or background.



Please send a CV along with a covering letter explaining why you want to work with EnergyPro, outlining your suitability for the role with a focus on previous projects.

Your application should include:

- Your name and contact details;
- A concise CV;
- A covering letter as above.

We will ask shortlisted candidates for details of two references from previous projects. You do not need to provide these with your application, but if you do please state clearly whether we may contact referees at this time.

Applications should be sent to Alex Rathmell (alex.rathmell@energyproltd.com) by 1800 on 28th August 2020. Applications will be screened and shortlisted candidates will be invited to an interview via video call. If called to interview we will ask you to prepare a 5-minute presentation on a previous relevant project.