

Job Description: Energy Engineer, Low Carbon Europe Ltd

Reporting to (operations): Director of Operations

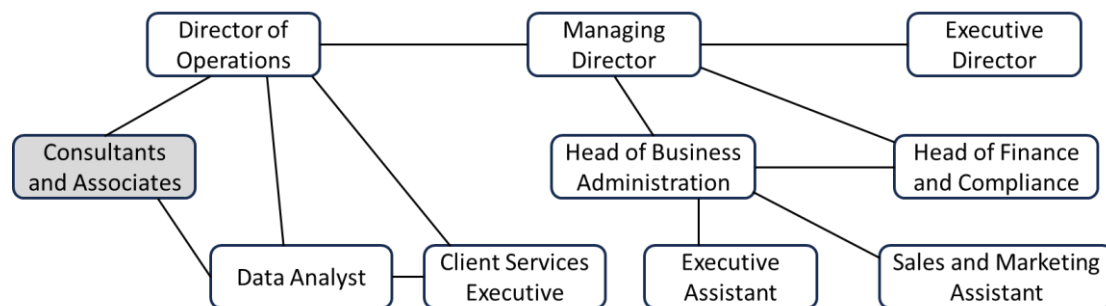
Reporting to (management): Director of Operations and CEO

About Low Carbon Europe:

LCE, a multidisciplinary consultancy is looking to appoint a talented Energy Engineer to work across a diverse portfolio of projects within both the public and private sectors. This is an important and exciting role within our increasingly expanding business.

Corporate structure:

LCE Organisation Chart



About the Role:

The role requires an experienced energy professional with a background in undertaking energy assessments. A knowledge of Building Services with experience in building service optimisation is a necessity. The role of the Energy Engineer is to ensure successful delivery of work-streams through LCE's consulting services, whether these be retained, repeat or one-off projects. The role requires a blend of professional, communicative and interpersonal skills; the ability to impress clients with high quality written work is essential, as is positive client-relationship management.

As this position requires frequent interaction with internal colleagues and feedback is to be relayed to the Director of Operations as well as reflected within weekly updates provided for LCE's Project Management software.

The Energy Engineer is required to manage the work-streams of projects assigned to them primarily from the Brighton Office, however there is an element of flexibility to this arrangement through LCE's agile-working model. This is likely to include a combination of working in the Brighton office, working from home as well as attending client premises.

Success in this role is likely to be attributable to the Energy Engineer being well organised, punctual and highly motivated to deliver value and to develop their own skills, be willing to travel and having a close attention to detail.

Main Duties & Responsibilities:

- Advising on (and supporting with) statutory compliance obligations of client organisations with regard to energy management.
- Provide support in implementing energy projects and operational behavioural change within client-organisations.
- You will have a holistic knowledge of sustainability across the built environment and be motivated by supporting our clients' with their Net Zero ambitions.
- Visit sites to audit for energy usage, sustainability themes and decarbonisation routes, and write up into one off project reports or client level strategies.
- Write detailed investment grade audits and business case proposals for energy efficiency projects, and prepare organisational energy and sustainability strategies.
- Analyse client data, develop bespoke recommendations that enhance efficiency in client organisations and their associated building portfolios.
- Provide weekly reports to LCE's project management system (PIMS) and submit monthly timesheets in a timely manner.
- Represent LCE at external events, and support sales and marketing activities if or when required.
- Comply with the requirements of LCE's quality and environmental management manual to support LCE's ISO9001 and ISO14001 accreditation.

Person Specification:

- Possess excellent organisational skills, with the ability to support complex projects across multiple clients.
- Have strong analytical and problem solving skills with an ability to produce clearly-presented, accurate results and written reports.
- Be enthusiastic, self-motivated and confident in interacting with clients, and developing effective long-term client relationships.
- Ability to work autonomously and pro-actively.
- Ensure accuracy in the recording of time spent on projects.
- Have a broad understanding of the services provided by LCE
- Have a high level of computer literacy, including familiarity with the full Microsoft Office software suite.
- Have a willingness to travel on company business as reasonably required for projects, CPD development, sales or marketing activities, with occasional nights away.
- Have excellent communication skills, with the ability to speak and present information with confidence in front of a range of audiences and represent Low Carbon Europe at industry events.
- Ideally, have a familiarity with ISO 9001 and ISO 14001 Management Systems.
- Hold a willingness to learn and expand knowledge and qualifications.
- Be comfortable juggling a variety of tasks in a sometimes fast-paced operational environment.

Position:

This role sits within the consultant team and is technically an internal role. The role is designed to provide support to the consultants to fulfil the requirements of the client brief.

Progression:

Following a full appraisal of the Energy Engineer's competency, the next stage would be to progress to Junior consultant, which among other items, adds responsibility for presenting information and reports directly to clients, as well as being wholly responsible for specific tasks from client briefs.

Training & Development:

The ideal candidate should be a member of a relevant accreditation body such as CIBSE or IEMA and have the ability to work unsupervised, possess strong prioritisation skills and independently manage the workload.

- To share knowledge with other team members
- To acquire knowledge from other team members, beyond one's own area of specialism.
- To ensure that CPD & formal training requirements are met, and reviewed at regular appraisals.