

OCDEA Technical Advisor/Consultant

Department	On Construction Team	Start	As soon as available
Location	Lutterworth/Hybrid	Reporting to	OCDEA Manager
Hours	Full time or part timeFT 37.5 Hours per week Mon-Fri (9am-5pm)	Salary	Dependant on industry knowledge and experience

About the Role

There has never been a more exciting time to work in the energy efficiency industry, and Elmhurst is leading the way as the UK's largest training and accreditation provider for Energy Assessors. Following our recent merger, we are currently seeking a new team member to join our OCDEA (On Construction Energy Assessor) support team.

Our Technical Advisors/Consultants deliver the highest level of professional and quality support to our members through experience and knowledge of the energy assessment industry. The support we are able to offer our members is a vital component of our organisation's ongoing success.

Energy Assessment offers an opportunity to make a positive impact for sustainability, energy efficiency and meeting our net zero targets. Working for Elmhurst provides a supportive and collaborative environment to do this.

The role is based at our Head Office in Lutterworth with opportunities for hybrid working. The role can be full time or part time may be considered for an experienced energy assessor.

What can I expect to do in the role?

As a member of our OCDEA support team, your main responsibility will be to provide top-quality technical assistance to our members through phone and email communication. You'll work proactively to deliver consistent front-line support, aiming to meet high-level standards. In addition to this, you may also have the opportunity to get involved in other projects such as auditing, training, and events.

If you are not already qualified as an OCDEA, you will initially live at Elmhurst as a Technical Advisor. One of your first tasks will be to complete our industry-recognised training program and become a certified OCDEA. As you gain experience, you may have the opportunity to advance to a Technical Consultant role.

About you

People are what make Elmhurst great. It is the drive and commitment of our people that creates our success, which is why we focus on recruiting and developing the best talent.

We are seeking an individual who possesses a strong 'Can-Do' attitude, willing to go the extra mile to provide a positive customer experience.

Our Ideal candidate will have:



- ✓ Working knowledge of the Energy Assessment industry and EPCs.
- ✓ Good attention to detail and ability to perform calculations
- ✓ Good verbal and written communication skills
- ✓ The ability to provide high levels of customer service in a busy technical environment
- ✓ A keen eye for detail

Preferred (but not essential) skills and qualifications:



- ✓ Experience in energy assessment (particularly new build)
- ✓ Experience of audits and training in the energy assessment industry
- ✓ Interest in renewable energies and/or sustainable buildings

Application process

- Our preferred application route is through our careers page on our website. Alternatively you can send your CV with introduction to caroline.moss@elmhurstenergy.co.uk
- First stage: We like to start with an initial 10 to 15 minute telephone conversation. This will cover the basics and make sure the role is what you are looking for and is worth pursuing further for both of us.
- Interview: Successful candidates will then be invited to attend an interview. We prefer this to be in person at our offices in Lutterworth offices, but it can also be online by Teams.

Benefits

As well as being part of a great team, here are some of the other great benefits of being a part of the Elmhurst team.



Receive a competitive salary

Opportunities for growth in pay and a company bonus.



Putting your health and wellbeing first

Private medical cover and BUPA cash plan available for all your health needs.



Giving you opportunities to grow

We invest in our people and continue to



Keeping things flexible with remote working opportunities

Depending on the role, we have adapted to accommodate a hybrid way of working.



Get some much needed me time

25 days holiday. Not enough? Get more with our holiday purchase scheme.



Regular parties, lunches and office pizzas

Our social committee ensures that work is fun with team activities, and days out.