



Recruitment Specification

Job Title	Technical Consultant (Energy Assessor) Updated	August 2020
Department	DEA (Existing Dwellings)	Reporting to DEA Leader
Location	Lutterworth	Hours 37.5 hours - Monday to Friday 9am – 5pm
Salary	circa £22,000 – depending on experience	

What is the role?

The role is a great opportunity to join our Existing Dwellings team as one of our Technical Consultants (DEA) in a growing industry with job security. Based at our office in Lutterworth, the role of a Technical Consultant is vital in helping support members of our EPC accreditation scheme. Our Technical Consultants deliver the highest level of professional and quality support to our members through experience, skills and knowledge of the energy assessment industry.

There has never been a more exciting time to work in energy efficiency. Government commitment to reduce carbon emissions to 'net zero' by 2050 means that there are numerous changes in legislation which will radically alter the way we build and heat our homes.

What type of things can I expect to do in the role?

Once fully trained to our Elmhurst brand standards, you will:

- Proactively offer a high level and consistent front line support to our members through the provision of excellent technical support, including telephone, written, and face to face communications
- Ensure Elmhurst's products and services are understood by stakeholders
- Assist with auditing and promoting best practice for our members
- Promoting and generating opportunities for revenue including assisting with marketing, training and software.
- Liaising and co-operating with other support teams within the business
- Promote energy efficiency standards for buildings
- Assist with training and events

What experience will I need to be successful in this role?

- It is important that you have a 'Can-Do' attitude, willing to go the extra mile to provide a positive customer experience.
- You will have the ability, and more importantly willingness, to provide high levels of customer service while working in a busy office environment.
- It would be great if you had knowledge and experience of energy assessments, EPCs and the energy assessment industry.
- You may have an interest in renewable energies and/or sustainable homes.
- You will be a good communicator for verbal and written correspondence.
- You should be comfortable working in an environment where IT is an important tool for our business.

Why would I want to join the Elmhurst team?

At Elmhurst Energy we are passionate about energy assessment and creating a more energy efficient society. We are recognised for driving standards of excellence in energy assessment. We do this through our software development, training delivery and outstanding technical support.

At Elmhurst we are proud of how we work together to be the preferred systems provider for our customers in the energy assessment industry. Elmhurst Energy is driven to support a sustainable industry for energy. As the largest energy assessor accreditation scheme in the UK and as the established experts in energy assessment, Elmhurst approve and support over 6,000 assessors and 200 organisations.

Some of the additional benefits we offer are 25 days holiday plus Bank Holidays; flexi holiday programme with ability to increase holidays to 30 days after 2 years' service; occupational sick pay; free private medical cover after 2 years' service and funded social team activities.

The role is based at our modern Lutterworth Head Office within easy access of the M1. Having recently been through a period of growth, there are now 70 employees based at these modern, friendly offices

Application Process

If you are interested in a career as an Elmhurst Energy Technical Consultant please forward your CV caroline.moss@elmhurstenergy.co.uk As we are currently in the height of holiday season we are allowing longer than usual for applications and closing date is **31st August 2020**

Successful applicants will be invited to take part in a short telephone discussion with our DEA team leader, Damien Roberts on 7th September.

If successful we will be invited to an online interview via Microsoft Teams or Zoom on 14th September.

From Elmhurst Energy Mission Statement

“We are not just committed to our customers. We endeavour to provide our employees with a working environment underpinned by openness, integrity, respect and opportunities for personal development”
