

Energy Management Software System Administrator

Carbon Credentials is a leading provider of Energy Efficiency Solutions for major UK businesses. We help commercial, institutional and industrial organizations use energy more intelligently, pay less for it, and generate cash flow that benefits the bottom line. We bring proven expertise and innovative ideas to our clients through a full suite of energy management solutions.

Due to the ongoing growth of the business we are looking to recruit an experienced software systems implementer professional to assist with the implementations and ongoing management of our energy management software into our blue chip client base.

You will preferably be degree qualified with a background in software and/or energy. The role will be based in central London and/or Farnham, Surrey, and will require travel as well as the option to work from home.

Skills required

- Strong understanding of database principles and the ability to handle large amounts of data in different formats from multiple sources
- Strong Excel skills including familiarity with vlookups, pivot tables/charts and macros
- Knowledge of the UK energy industry
- Strong report writing and presentation skills – Word & PowerPoint
- Succinct, clear written English
- Strong time management skills

Responsibilities

- Supporting implementations of our-line carbon and energy management software for external clients (typically multi-location private and public sector organisations with >£0.5 million annual electricity spend)
- Establishing smooth flow of energy data from suppliers and data collectors into client systems
- Ensuring that data population in client systems is kept up-to-date
- Identifying and flagging data anomalies for corrective action

Main tasks

- External liaison with client energy and environment managers, facilities managers, accounts and procurement personnel, utility suppliers customer service and technical reporting departments and with energy data collector teams
- Internal liaison with commercial and technical teams
- Offsite client visits (mainly in central London but with the possibility of occasional overnight visits)
- Investigating all supplies and all buildings for clients' organisations to ensure complete data capture
- Attend occasional system trainings and related industry seminars/workshops

Attributes

Accuracy, attention to detail, curiosity, perseverance, persuasiveness, analytical, happy in the board room as well as fighting for attention at front-line contacts, flair for presenting detailed information in concise easily understood formats.

Experience

Direct energy data management experience is important as is a hardworking solutions-focussed attitude. Knowledge of the CRC Energy Efficiency Scheme and of energy supplies and metering is preferred as is previous working experience in a busy office environment and experience working with software development teams. Experience working in ISO Standard compliant organisations is preferred. A desire to make a positive contribution towards achieving national and international energy security objectives is also preferred.

A competitive salary is offered based on experience.

Please email questions and CV to Cian at info@carboncredentials.com

Carbon Credentials

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