

JOB DESCRIPTION – JUNIOR CONSULTANT

JOB TITLE

Junior Consultant

OVERALL OBJECTIVE

As a Junior Consultant, you will have the opportunity to make an impactful contribution to our Planning and Permitting team. You will create impeccable documentation for environmental application processes and connect with colleagues, clients and industry leaders on a daily basis. The work of this role is multifaceted yet highly rewarding!

KEY JOB AREA

- Draft informative documents and reports to aid the environmental application process.
- Proficient in recognising client concerns, comprehending legal requirements and conveying this information efficiently to both colleagues and clients.
- Use geographic information systems (GIS) to visualize and analyse spatial data. Your work here will help the Planning and Permitting team study the environmental impacts of commercial activities.
- Undertake contaminated land investigations, desk studies and environmental risk assessments.

SPECIFIC JOB TASKS AND ACTIVITIES

1. Develop effective working relationships with the Project Manager and with the client and ensure effective communication of progress and changes and the resolution of issues.
2. Confidently discuss environmental matters with peers, clients, subcontractors and regulators. This includes using interpersonal and active listening skills to build and maintain healthy relationships.
3. Aid the Planning and Permitting team in submitting environmental permit applications, variations and surrender requests for our clients.
4. Provide our clients with reliable environmental information by creating detailed site maps that illustrate their property's layout, surroundings and sensitive receptors.
5. Conduct site investigations to determine land contamination levels of land and produce precise reports.
6. Partake in training, coaching and development of fellow team members in environmental permitting, waste management and waste sector activities.
7. Use time management and planning skills to efficiently manage your time and accurately record project progress.
8. Expand your expertise and stay up to date on the latest legislation, guidelines and advancements related to environmental topics.
9. Assist the Senior Management team in developing management systems, land administration, and other environment-related obligations to satisfy Wiser Environment's general business needs.

Helping clients prosper through compliance

SPECIFIC JOB TASKS AND ACTIVITIES
10. Ad-hoc duties as required by the Director.

QUALIFICATIONS AND EXPERIENCE	
Mandatory	Desired
<ul style="list-style-type: none"> • Bachelor's degree in environmental science or equivalent. • 1+ years of experience of working or volunteering in a related field. • Full clean driving licence. 	<ul style="list-style-type: none"> • Bachelor's degree in physics, chemistry or equivalent. • Familiarity with GIS mapping software. • Membership of CIWM, IEMA or relevant professional body.

COMPETENCY REQUIRED
<ul style="list-style-type: none"> • Communication Skills - Delivers information to others using the appropriate communication method. Actively listens and checks to ensure their communication and others understanding is consistent. • Planning and Implementation - Need to demonstrate initiative and be a self-starter. Need to plan ahead and prioritise daily, weekly and monthly tasks. • Customer Service Focus - Demonstrates customer satisfaction in their own behaviour acting as a role model for others by championing the importance of offering excellent service to all clients. Demonstrates a sincere need to aid and assist the customer in achieving their objectives for business improvement. • Confidence - Shows confidence in self and the ability to take on new challenges and ask for support when needed. • Self-Development - Strives to enhance their own abilities to learn new things and develop themselves both with company support and individual learning. Demonstrate the ability to “self-motivate”.