

Job title	Energy & Sustainability Manager	Date Jan 2025
Reports to (title)	Energy & Sustainability Lead	
Contract/Department	BBC	Revision 1
Location	National	

Job purpose

Describe the overall purpose of the job in two or three sentences.

The role will drive environmentally sustainable solutions and approaches across a national facilities management contract. Aligning industry standards and best practice to client requirements to creating tailored and innovative solutions to deliver utility, waste and broader environmental improvements.

This dynamic role will incorporate strong data and analytical skills with an awareness of technological advancements to develop and deliver reduction strategies. A key function of the role is to drive agendas for sustainable improvements, introducing methods to support better management of assets, maximising efficiencies and reducing their environmental impacts.

Duties/responsibilities/accountabilities/deliverables

List the main aspects of the job, with an emphasis on duties and responsibilities for junior roles, and accountabilities and deliverables for more senior roles.

- Undertake site energy & sustainability audits (inc energy, water & waste) and produce opportunity assessments highlighting areas for improvement.
- The production & presentation of credible performance reports highlighting consumption trends, data insights, progress to agreed plans and further opportunities.
- Optimise operating efficiency of assets, systems and sub systems across the portfolio
- Development of site specific carbon reduction pathways, identifying credible quantified opportunities to net zero carbon.
- To build strong and effective relationships with key client stakeholders and EUK.
- Develop and advise on energy strategy/solutions, developing these into working projects which meet both client and internal objectives Capital invest programming
- Develop and implement a range of energy conservation measures (ECMs) including the production of costed feasibility studies for measures/projects to reduce energy consumption and carbon.
- Continually maintain and expand knowledge of existing & emerging technologies, processes and legislation around energy/carbon and broader environmental agendas.
- Collaborate with operational teams and BMS specialists to identify and deliver control optimisation through the utilisation of existing system data & engineering insights.
- Actively monitor & manage utility consumption to help drive reductions, using a range of tools to support identification and investigation of anomalies and their resolution.
- Support the development of utility & environmental plans to produce a comprehensive programme of consumption reduction across the estate.
- Develop and support broader energy & environmental sustainability awareness with particular focus on avoidance of waste, consumption reduction, materials reuse and recycling.

- Support team requirements around management systems (ISO 14001 & 50001 including internal & external audits, addressing any non-conformities preventative actions.
- Management of some technical programmes of works involving subcontractors and EUK staff
- Support Small Works, Revenue and Capital Project delivery with input on project scoping process and optioneering of client opportunities.

Resource responsibilities

Indicate the typical number of direct reports, financial responsibility, control over subcontractors and any responsibility for assets, systems or outsourced services.

No direct reports.

To work closely with operational, technical and senior teams to develop strategic improvements across the contract.

Person specification

Describe the knowledge, skills, qualifications, personality and experience required for the job.

- A lateral thinker with the ability to solve complex problems
- Degree in an appropriate sustainability/energy/building services related qualification and/or demonstratable experience in this field
- Understanding of the principles behind HVAC, refrigeration and lighting operation
- Working knowledge of BMS and control theory (desirable)
- Competency in current benchmark techniques and statistical analysis
- Capable of preparing fully costed energy efficiency proposals and reports
- Ability to carry out energy surveys and feasibility studies of energy and environmental solutions
- Ability to build business cases for new techniques, solutions or technologies
- Excellent IT skills including a working knowledge of Microsoft Outlook, Excel, PowerPoint, Agility and other data bases
- Analytical skills and ability to review & interrogate large amounts of data
- Understanding and appreciation of CMMS / CAFM systems or similar
- Hard services background with exposure to soft services, desired
- Specific energy efficiency/low carbon/ESG qualifications professional membership is desirable
- Skilled in the compilation and presentation of reports

Job Description

- Knowledge of customer operations, business drivers, financials and specialist sources of information, legislative requirements where necessary
- Understanding of EMS & and EnMS requirements (desirable)

Other factors relevant to the job

Enter any additional information which the job holder would need to know, for example: requirement for UK-wide travel, shift patterns, night working, call outs etc.

The role will involve travel across the UK.

Line Manager Signature	
Print Name	
Date	

Job Holder Signature	
Print Name	
Date	

<i>FOR HR USE ONLY:</i>					
<i>Job Grade</i>		<i>EMCOR Competency Level</i>		<i>Training Profile UTC</i>	