

Job description

Senior Energy and Sustainability Officer

Band 6

You will be required to work flexibly across West Suffolk with main premises at Bury St Edmunds and, Mildenhall. You may reasonably be required to work at any other of the Council's premises as required in order to meet the needs of the service.

Purpose of job

To develop and deliver projects and services for householders, businesses, and local communities in West Suffolk in support of the West Suffolk Net Zero Carbon plan. This post should reduce business costs, reduce greenhouse gas emissions, and generate income working on energy efficiency project across council services.

Key responsibilities and activities

- Working with other members of the energy team, council departments and partners to deliver energy efficiency, electric and renewable energy projects in support of strategies, policies and plans adopted by West Suffolk Council.
- Carrying out technical assessments of renewable energy schemes, especially solar, in support of business cases and client negotiation to achieve successful delivery.
- Undertaking day-to-day contract management and supervision of the specification, procurement, installation, operation and maintenance arrangements for renewable energy, electric vehicle infrastructure and energy efficiency schemes.
- Providing energy advice to internal and external clients.
- Identifying and developing market opportunities to improve energy efficiency and low carbon energy generation for the Council, its clients, and partners.
- Undertaking procurement activities in relation to specific energy installations.
- Carrying out assessments and surveys for energy performance for internal and external customers.
- Carrying out monitoring and reporting to demonstrate the effectiveness of energy programmes.
- Consultee to the Local Planning Authority to advise on new development energy strategies based on BREEAM.

- Develop and inform new planning policies to support the net zero agenda.

General

- Work within corporate, departmental and team procedures and policies to achieve agreed work plans, targets, and performance standards, maintaining a high standard of customer care. Participate in the development of quality based procedures or nationally recognised awards as required.
- Prioritise own workload and be able to make appropriate judgements between the urgent and the important under team, corporate, or national guidelines.
- Ensure that the Council meets its duties under all relevant legislation, including that relating to Data Protection, Freedom of Information and Human Rights.
- Carry out any other duties and responsibilities, appropriate to the post grade, as may be assigned from time to time by Managers of the Service.