

sustainit

(Junior) ESG Data Consultant (Carbon)

Are you ready to kick-start your career in the world of sustainability, data, and tech?

Sustainit has a fantastic opportunity for a motivated and enthusiastic individual to join our team as an entry level ESG Data Consultant. This role is perfect for someone looking to gain valuable experience and build a strong foundation in data management and improve their carbon accounting knowledge and experience.

In this role, you'll have the chance to learn from our experienced team, work on meaningful projects, gain hands-on experience, and be empowered to contribute fresh ideas.

Based in central Bristol, the success of the businesses has stemmed directly from its people, and we pride ourselves on being adaptable, knowledgeable, and proactive – always looking for new ways to support our clients on their sustainability journey.

This is a fantastic opportunity to join a dynamic team working with global brands spanning a variety of industries from Utilities, Travel, Financial, Automotive, Technology and more.

Day to day responsibilities:

- Answering client phone calls, JIRA tickets and emails for your allocated client accounts against specified service level agreement targets
- Attending and contributing to client support calls
- Providing administrative support for sustainability data management solutions (Enablon and UL cr360), including data administration, user support and recurring task management
- Supporting and working with project leads on data mapping projects
- Supporting on carbon accounting projects
- Supporting with data testing and checking support alongside project leads
- Evaluating and contributing to client process documentation

Relevant experience:

- Familiarity with Excel and the ability to quickly learn new technologies and systems.
- Familiarity with Carbon Foot printing, including Scope 3 – *(any completed training beneficial)*
- Familiarity of current legislative frameworks such as SECR, CSRD, TCFD
- Customer service experience including replying to emails and answering phones
- Previous internships, part-time work, or volunteer experiences in an IT, data entry or customer service facing role are a plus.
- Strong written and verbal communication skills for effective interaction with team members and clients.
- Proven ability to prioritize tasks and manage time effectively to meet deadlines.

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sustainitsolutions.com

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Pay, benefits and perks:

At Sustainit we believe in fostering a supportive, inclusive, and rewarding work environment. Here are some of the benefits you'll enjoy as a member of our team:

Salary (*Dependant on role and experience*): £24,000 - £26,500

Pension: 5% Nest pension employer contribution

Time off: 28 holiday days including bank holidays, additional leave for years of service and your birthday off and Christmas shut down.

Work-life balance: Flexible work arrangements, including hybrid (2 days per week required in the office) or remote work options.

Health and wellness: Comprehensive medical, dental, wellness cash plan.

Professional development: Opportunities for career growth and advancement, including an personalised annual training budget and personal development plan.

Employee assistance program: Access to resources and support for personal and professional challenges.

Additional perks: Company-sponsored events and activities such as annual Christmas and summer parties, quarterly offsite days and monthly social activities.

Giving back: 1 day of paid leave to volunteer for the charity or organisation of your choice.