



elmhurst
energy

EXCELLENCE
IN ENERGY
ASSESSMENT

RECRUITMENT SPECIFICATION

Technical Energy Consultant Level 3 & 4 Apprenticeship

Salary: £18,000
Location: Lutterworth
Hours: Monday to Friday, 9am to 5pm (37½ hours)
Start date: ASAP

This 2 year apprenticeship role is a great learning opportunity to join our Consultancy team and start a career in energy and building sustainability related services in areas such as new build compliance, energy performance certificates for new build properties, looking at energy saving opportunities, sustainability targets and providing energy saving recommendations.

Elmhurst Energy is passionate about energy assessment and creating a more sustainable, energy efficient society. We are recognised for driving standards of excellence in building energy assessment in this growing and increasingly high profile industry. We do this through our software development, training delivery and outstanding technical support.

There has never been a more exciting time to work in energy efficiency. Government commitment to reduce carbon emissions to 'net zero' by 2050 means that there are numerous changes in legislation which is radically changing the way we build and heat our homes.

How will you help me with my training and development?

We have a passionate and experienced team who will work with you to provide you with the skills, knowledge and accredited training for yours and our success.

- You will receive external training provided through our training provider for a Customer Service Level 3 Apprenticeship.
- As an accredited training provider for our industry we will provide you with accredited energy assessor training at Level 3 and 4. This is a mix of classroom based training, practical and creating your own portfolio. Once complete you will be an accredited On Construction Energy Assessor and a Non-domestic energy assessor.
- Time will be given during your normal working week for study as required.
- You will receive regular one-to-ones with your line manager and separately with our external training provider. There is an annual personal development meeting with your manager where we discuss your training and development for the coming year.

What type of thing will I be expected to do in the role?

The role is fluid and varied. Once trained you will be delivering the highest level of professional and quality support and advice to our clients through knowledge skills and experience of the energy efficiency industry. As you develop your professional qualifications, skills and experience you will typically become involved in:

- Provide energy related services such as new build compliance, energy performance certificates for new build properties, energy saving opportunities, recommendations and improvement reports using software and methodology.

- Management and delivery of projects in line with novel and often bespoke client requirements, technical reporting and modelling.
- Proactively offer a high level and consistent support to our customers through the provision of excellent technical support, including telephone, written, and face to face communications
- Provision of Measured Energy Performance Service and retrofit improvement modelling solutions.
- Provision of decarbonisation plans and energy audits
- Provision of Project co-ordination on bespoke client and government grant projects.

What experience and qualities will I need to be successful in this role?

People are what make Elmhurst great. It's the drive and commitment of our people that creates our success. To fit in with this culture we are looking for people who

- Have a 'Can-Do' attitude, willing to go the extra mile to provide a positive customer experience.
- Are passionate about technology
- Eagerness to learn
- Ability to build good working relationships

Key skills and attributes required are:

- Attention to detail
- Analytical
- Communication
- Passion / Enthusiasm
- Desire to learn and develop a career in building energy assessment

Desired qualifications

- Minimum: 5 GCSEs at grades A*-C/9-4 (or equivalent) including maths
- Minimum of one A Levels at grades A*-C (or equivalent)
- Applications will also be considered from graduates looking for an apprenticeship route to a career in our industry

Why would I want to join the Elmhurst team?

You will be working with a great team in an environment where culture and employee engagement is an important part of who we are. In addition to job security in a growing industry we offer:

- 25 days paid holiday plus Bank Holidays
- A flexi holiday programme with ability to increase holidays to 30 days
- Full company/occupational sick pay
- Death in service of 3 x salary
- Employee welfare cash plan teamed with wellbeing support through an Employee Assistance Programme
- 'Perks at Work' membership for savings and discounts
- Free private medical cover after 2 years' service
- Elmhurst product & services discounts
- Cycle to work scheme
- Social and charity team organising a range of free fun events, Christmas party and fundraising events.

Application Process

Please send your CV with introduction to caroline.moss@elmhurstenergy.co.uk. In your introduction we need to know

- That you can commute to LE17 4HB from your current address, if not you will need to give an explanation of why you are applying for the role.
- Why are you interested in a career in this industry?