

CAREERS AT CERTSURE

Job Title:	Energy Efficiency Schemes' Manager
Location:	Field Team
Salary:	Competitive salary plus excellent benefits
Hours:	35
Contract:	Full Time
Vacancy Number:	021/014
Closing Date:	9 th April 2021

About the role...

We have an exciting opportunity for an Energy Efficiency Schemes' Manager to join our Field Team. The main purpose of the role is to provide operational management, leadership, and specialist knowledge for Energy Efficiency schemes, specifically CPS, MCS and PAS schemes. And to ensure operational targets are achieved and assist in the delivery of the Certsure Strategy.

About the company...

Certsure is a market-leading certification body. Operating the NICEIC and ELECSA brands, we've been in business for over 60 years. Our mission is to make a positive difference to our customers and our people, and to provide a service that's second to none. Our values are important to us, and are all about doing the right thing, making a difference, investing for the future and achieving results.

We're extremely proud to be a **Best Company to Work For**. This demonstrates how important our people are to us and recognises everything we do to make sure our people have a working experience that's the best it can be.

What you'll be doing...

The role requires the post-holder to ensure financial, product and service targets are successfully met.

This role will include management and budgetary responsibilities. Key Tasks:

- Day to day Certification management of the Energy Efficiency (ISO 17065)
- Monitoring of resource planning and reporting in conjunction with field staff line managers
- Monitoring, measuring, and reporting of business critical KPI's
- Support the Head of Field Performance where necessary attendance at management meetings
- External stakeholder presentations and overview training



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- Ensure the surveillance programme is delivered as required
- Be responsible for compliance with the relevant accreditation criteria and taking part in internal and external audits of the sector or other sectors as required.

• What we're looking for...

- Ability and commitment to follow Certsure's Behaviours for Success.
- Educated to degree level or equivalent
- Knowledge and experience of working within the industry sector
- Knowledge of auditing and the relevant schemes
- Good understanding of the key markets and business activities of Certsure.
- Excellent working knowledge of relevant core technical standard and other related standards.
- Excellent communication skills with ability to build relationships at all levels.
- Ability to work collaboratively across all areas of the business.
- Takes ownership and personal responsibility for own learning and development.
- Ability to influence people and deliver change.
- Current driving licence

What we offer you...

- 25 days annual leave (pro rata for part time)
- Up to 3 flexi-days each year (pro rata for part time)
- Special domestic leave of up to 5 days each year (pro rata for part time)
- Learning and development opportunities
- Pension scheme
- Life Assurance
- Private healthcare
- Access to 'Connected' which is our Reward Gateway Hub
- Subsidised café and gym facilities at our Head Office
- Loyalty days and awards
- Employee of the month scheme
- Refer-a-friend scheme
- Free eye tests
- Bike loan scheme



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Find out more about us...

Websites: www.certsure.com or www.niceic.com or www.elecsa.co.uk

Twitter: @CertsureLLP, @officialNICEIC, @officialELECSA

LinkedIn: <https://www.linkedin.com/company/niceic>

Facebook: <https://www.facebook.com/NICEIC/>

Instagram: <https://www.instagram.com/officialniceic>

How to apply...

If you think this is the job for you, then we'd be delighted to hear from you!

Please send your CV and a covering letter to vacancies@certsure.com.

We're unable to respond to all applicants due to the high volumes of CVs we receive. Therefore, if you don't hear from us, unfortunately this means you've been unsuccessful on this occasion.

