

Job title:
Junior Analyst, Carbon Trust Africa
Background:
<p>The Carbon Trust is a world-leading and trusted expert in low carbon technology development and deployment, resource efficient strategies, and carbon foot printing. As a not-for-profit organisation, our mission is to tackle climate change by accelerating the move to a vibrant and sustainable low carbon economy that delivers jobs and wealth. We provide specialist support to business, government and the public sector to help cut carbon emissions, save energy and commercialise low carbon technologies.</p> <p>Our work spans three areas:</p> <ul style="list-style-type: none"> • Advice: We advise businesses, governments and the public sector on their opportunities in a sustainable, low carbon world; • Technology: We help develop and deploy low carbon technologies and solutions, from energy efficiency to renewable power; and • Foot-printing: We measure and certify the environmental footprint of organisations, products and services. <p>Having come to South Africa and successfully assisted implementing South Africa's largest national energy efficiency programme, the PSEE (Private Sector Energy Efficiency Programme), the Carbon Trust has successfully established a small local office based in Pretoria. We are looking to continue to expand services in South and Southern Africa and are presently working on several programmes; Carbon Trust is the leading consortium partner for DFID's Transforming Energy Access programme, as well as a substantial contributor to AFDB's Green Mini-grid programme. With these projects amongst others, Carbon Trust is increasingly tackling the issue of electrification and energy provision for the underserved in the region.</p> <p>With this in mind, Carbon Trust is looking to grow its African team. We are looking for an individual with strong analytical and problem-solving skills and ambitions aligned with the Carbon Trust ethos, to join the team as an Intern or Junior Analyst.</p>
Purpose and scope of the role:
<p>As the Carbon Trust's African representatives, the team is responsible for the development and expansion of the Carbon Trust's activities into Africa. The team therefore works with a wide range of clients, including governments, public sector organisations, international donors, and the corporate sector, providing a combination of advice and implementation support in the areas of sustainability policy, programmes, technologies, and business practice.</p> <p>This role provides an unrivalled opportunity to join the team at an early stage to help build the African practice. The role offers the opportunity to gain experience in a supportive environment and to support the team across all projects and tasks associated with the delivery, management and development of projects. We are looking for a passionate and motivated individual with strong analytical and problem-solving skills to join the team. The work will offer a chance to work on an influential portfolio of South African and international projects within a mission-driven organisation.</p>
Location:
Based in Pretoria, with potential for occasional international travel to the UK, the African continent, and within South Africa, as the need arises
Reports to:
Manager, Carbon Trust Africa

Main duties and responsibilities:

The core responsibility of the analyst is to conduct data research and analysis. The analyst will be expected to apply a high degree of independence and initiative in delivering high quality work which includes the following:

- Conducting research for both business opportunities and delivery;
- Assist with proposal writing and business development;
- Support and participate in projects to deliver quality work;
- Contribute to knowledge management;
- Communicating findings orally and in writing (e.g. writing reports or producing PowerPoint deliverables)
- Support the team through occasional administrative support

Key skills

- Excellent quantitative, analytical and problem-solving skills
- Strong oral and written communication skills
- Ability to work effectively with colleagues in a team environment
- Ability to think and work independently, taking the initiative and 'ownership' of tasks, having strong organisational and time management skills
- Willingness to participate in the small business environment
- Excellent computer skills (Word, Excel, PowerPoint) required.

Qualifications:

We are looking for a dynamic and energetic team player:

- Degree educated from a leading institution (bachelor's degree or equivalent a minimum, honours or master's preferred) in a numerate discipline (strong grounding in science or engineering); graduates with excellent academic achievements are strongly preferred.
- Knowledge of carbon management, climate change and environmental sustainability is an advantage but not required.
- Knowledge of the challenges relating to energy access, energy management and energy technologies across Southern Africa is also an advantage but not required.
- Outstanding written and spoken English, and excellent computer skills (Word, Excel, PowerPoint). Working knowledge of French or Portuguese would also be an asset.

Additional information

- The successful candidate must have unrestricted right to work in South Africa (i.e. South Africans or holders of appropriate work visas only).

We offer

We offer the successful candidate:

- A chance to work on an influential portfolio of projects internationally within a mission-driven organisation, in a friendly team environment.
- Competitive remuneration, and benefits

Next steps

If you are interested, please send a CV with accompanying motivation letter to Benjamin Curnier, Director, Carbon Trust, Benjamin.curnier@carbontrust.com.