

## (JUNIOR) SUSTAINABILITY PROJECT MANAGER

Ecomatters is looking for a new colleague that wants to work in the field of sustainability! Working at Ecomatters will enable you to develop relevant experience in the field of sustainability and provides the opportunity to test your knowledge and skills.

### About Ecomatters

We are a sustainability consultancy that works closely with our clients to help them answer their sustainability questions. We use our passion for sustainability to help our clients make informed decisions, improve the value of their business and enable clear and effective communication. Besides working with our clients, we also push ourselves to have our own impact on the future by initiating our own projects on for example circular economy and carbon neutrality.



### Do you fit this profile?

#### You are:

- ✓ Ambitious, capable of thinking with a commercial mindset, passionate about sustainability and you like to make connections with new people.
- ✓ Comfortable working in a dynamic environment and in a small international team.
- ✓ Self-sufficient, proactive, have the ability to self-motivate, detail oriented and are able to perform different activities within a team.

#### You have:

- ✓ Excellent command in Dutch language and a love for writing. (Even though internally we speak English, for this position fluency in Dutch, is a strong requirement).
- ✓ Good command of the English language.
- ✓ A MSc degree in sustainability, Organizational Science, (Business) Economics, Technology / Engineering/ Modeling / Architecture or similar.
- ✓ Sound knowledge of MS office applications (Excel, PowerPoint).
- ✓ 0-4 years of experience in project and process management (Experience is considered an advantage, but not a prerequisite to apply).
- ✓ The following items are considered an advantage: experience in the fields of energy, construction and the built environment, retail or climate change.

A large part of your role will be focused around our **climate neutrality project**: [www.climatefoundations.nl](http://www.climatefoundations.nl)

#### Activities within your role include:

- Updating and maintaining the website and managing our communities on social media
- Writing: this could be for example reviewing our customer reports or case studies for our website.
- Keep track of project administration (Managing deadlines, deliverables and budgets).
- Working with groups of entrepreneurs to train and support them to reduce energy use and climate impact.
- Interacting with external stakeholders and engage them to join our initiative.
- Representing the organization at conferences and sustainability events.

Working for Ecomatters will give you relevant skills and working experience, as well as an exciting environment in the beautiful canal city Utrecht. The position is available from February 1<sup>st</sup> 2019 but the exact starting date is open for discussion. Since we are a dynamic company you will get individual career opportunities and possibilities to broaden your horizon.

**If you are interested in this position please send your CV and motivation letter before December 15<sup>th</sup> to:**

Susana Tecante

M +31 (0)6-47665509

E [susana.tecante@ecomatters.nl](mailto:susana.tecante@ecomatters.nl)

W [www.ecomatters.nl](http://www.ecomatters.nl)

