



We are hiring

Would you like to be part of our dynamic, global and growing team? South Pole Group is an energetic, global company offering comprehensive sustainability solutions and services. With offices spanning all six continents, we strive to create a sustainable society and economy that positively impacts our climate, ecosystems and communities. With our solutions we inspire and enable our customers to create value from sustainability-related activities.

To further promote environmentally and socially responsible practices, we are currently looking to recruit a highly motivated and dedicated

Prospecting and Implementation Manager (100%) based in Delhi, India

In this role you will be working in our Portfolio Management team and you will be responsible for assisting and developing support documents for carbon credits and renewable energy solutions tenders and proposals. You will work closely with our Emission Reduction Projects and Marketing teams to draft proposals in order to gather data and meet clients Corporate Social Responsibility and emission reduction needs. If you are an enthusiastic professional interested in sustainability and that wants to join us in the fight against climate change, we are looking forward receiving your application before the 17th December 2017.

Tasks and responsibilities

- Provide support in searching and filling out tenders and gathering and submitting all supportive and administrative documents required by tenders and Know Your Customer (KYC) processes
- Collaborate with the Portfolio Management team to optimise deliveries of proposals
- Create and evolve a well developed set of documents which will be instrumental for successfully delivering proposals
- Create a database of the most frequently asked questions with the correspondent solutions and supporting evidences
- Communicate internally & externally with different departments to collect the required data
- Support Key Account Managers (KAMs) to fill our internal web based in an efficient way
- Assist KAMs in making high quality presentations and working papers
- Support the KAM team managing their projects in the our internal Project Management Tool and CRM
- Act as a help desk for Key Account Managers with questions on carbon credits and renewable energy certificates deliveries and registry status
- Gather market intelligence and identify trends
- Assist in carbon credits and renewable energy certificates business development
- Other related tasks as and when required

Your profile

- University degree in Business Administration, Economics or Environmental Science
- 2-4 years working experience, preferably in research and report writing
- Experience in drafting proposals for offsetting strategies of private companies
- Excellent written and oral command of English
- Ability to work autonomously as well as within a larger team



- Excellent communication skills
- Indian citizenship or valid work permit is a must

We offer

- Work in a growing global company with a real commitment to sustainability and fighting climate change
- Excellent team spirit, work with a dedicated and enthusiastic international team around the globe
- Exposure to international markets, with the possibility to travelling
- Salary commensurate with your experience and competitive bonus structure

Please apply

If you are interested in joining a young and international team looking to make a difference to the world we would be happy to hear from you! Please send your cover letter and CV directly through our [website](#).