

Sustainability Consultant/BREEAM Assessor

Due to an expanding workload, an opportunity has arisen to join the growing team within our consultancy practice. We are therefore looking for a qualified BREEAM Assessor with at least 2 years' experience in the industry and a keen interest in environmental and sustainability matters. In turn, Encon Associates can offer a career with scope for responsibility, autonomy and growth.

Encon Associates Limited

Founded in 2008, Encon Associates is committed to driving long-lasting environmental change within the built environment. Our established building and sustainability consultancy consists of construction industry professionals who understand the obstacles that modern developers face and offer a full suite of services all under one roof – from comprehensive BREEAM assessments to planning and building regulations compliance.

Main Responsibilities

Our expert team of sustainable building consultants carry out a wide range of environmental assessments including BREEAM, Home Quality Mark and Fitwel, designed to shape a more sustainable future for every development.

As the Sustainability Consultant you will be liaising with clients, guiding them through the complex assessment process from Pre Assessment through to project completion. You will advise on the correct certification for the development, collate information and assess design data, ensuring that the development not only meets but exceeds environmental benchmarks.

On appointment, the successful candidate will be expected to manage multiple BREEAM projects from inception through to completion. Over time the successful candidate will develop and expand the role, becoming a key contact for clients, training & managing other team members and helping to shape the future of sustainability and environmental services within the company.

The Role:

- Lead BREEAM assessments from pre-assessment through to the post-construction stages
- Work closely with clients, architects and contractors to achieve sustainability targets
- Undertake expert review of evidence and manage credit submissions for certification
- Keep up to date with sustainability legislation and BREEAM guidelines
- Offer expert advice on sustainability throughout all phases of a project

The Candidate will:

- Be a licenced BREEAM Assessor
- Have experience conducting BREEAM Assessments
- Knowledge and experience of any of the following is beneficial: Home Quality Mark (HQM), BREEAM Communities, Fitwel
- Awareness and knowledge of industry regulations and sector initiatives including net zero carbon, LETI, NABERS etc

Benefits Package

Salary

Guide salary range **£30-£40k** depending on experience.

Office Location/Hours

The role will be based at our head office in Nottingham, however hybrid working will be considered depending on experience. Hours of work are 37.5 per week, usually 8.30am – 5 pm Monday to Friday.

Holidays

20 days flexible holiday, plus additional Christmas closure (usually 4-5 days) and Bank Holidays.

Training

Ongoing in house and external training will be provided. Encon Associates are working partners with IES, therefore the successful candidate will be provided with full IES training to help expand their skillsets, becoming a building simulation engineer to compliment their BREEAM Assessor services.

Encon Associates encourage all staff to become members of their respective Chartered institutions and full support will be given to eventually meet Chartered Environmentalist status.

Flexible Working

Encon Associates are proud to be a family friendly employer, offering flexible and part time working. We work with all colleagues to understand their needs for a work life balance and we are always willing to discuss options to accommodate this, including the possibility of hybrid working.

Closing Date: 31st July 2025

If you would like to join our expanding team please forward an up to date CV with covering letter addressed to the Directors for consideration. enquiries@enconassociates.com

Person Specification

Requirement	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Educated to degree level or equivalent in a related discipline • Qualified BREEAM NC Assessor 	<ul style="list-style-type: none"> • MSc in a construction or environmental related discipline • Working towards membership of professional body/Institution. • BREEAM AP • IESVE Qualifications • WELL qualified • NDEA
Experience	<ul style="list-style-type: none"> • 2 years minimum knowledge of BREEAM. • Minimum of 2No BREEAM submissions. • Experience of working to tight deadlines • Experience of liaising with clients & participating in meetings 	<ul style="list-style-type: none"> • Office experience • Chairing web meetings or involvement in a meeting environment • Experience dealing with contractors and sub consultants • IESVE Experience
Skills	<ul style="list-style-type: none"> • Ability to work under own initiative and work within a team • Excellent communication skills in person, on the telephone and in web meetings • Confidence when meeting clients and attending design team meetings • Competent in MS Office and other IT applications e.g. Excel, Outlook etc. • Report, email and letter writing 	<ul style="list-style-type: none"> • Competent in the use of AutoCAD • Aptitude to identify new business opportunities and clients • Competent in the use of Sketchup
Other		<ul style="list-style-type: none"> • Driving licence and own transport. Please note the successful candidate will be expected to organise their own transport when required.