

# Job Specification

## Senior Analyst / Project Manager

### Energy Partners Job Specification

Title of the position: Senior analyst / Project manager (Energy Solutions Team)

Location of the job: Bellville

Position Available: As soon as feasible

### Business Context

Energy Partners aims to transform the energy landscape in South Africa by halving the energy cost of our clients. We do this by owning and operating energy efficient equipment on behalf of our clients and by executing high impact efficiency projects for our clients. We currently have R1.6 Billion of Energy bills under management including multiple corporate portfolios.

The appointee will manage the delivery of “Energy Diagnostic Projects” to large corporate clients. This involves a combination of **analytical- and project management** work. As such, a successful candidate is expected to have **strong problem-solving and analytical skills** a working **understanding of energy principles** and a good **commercial capability**. While technical experience is not essential, a **solid understanding of engineering principles** is valuable.

### Candidate Profile Description Requirements

We are looking for a well-rounded individual, with high ethical standards and who takes pride in their work. In return we offer the opportunity to be part of a game-changing team.

The ideal candidate will be someone who is :

- a top achiever who is willing to take initiative to deliver results

- has a commercial and practical mind-set; someone who can convert an energy savings “idea” into a product
- Strong presentation development and delivery skills and experience (MS PowerPoint) is essential
- Has a solid understanding of basic financial concepts and can model them in Excel (NPV, IRR, PMT)
- Has a solid understanding of basic financial reports (income statement, balance sheet, cash flow statement)
- able to rapidly plan and produce accurate analysis with minimal guidance
- Comfortable interacting with external clients at senior level
- Comfortable working “in the details” but also “managing others”
- Not a technical expert, but comfortable discussing engineering concepts

We are looking for someone who has more than 5 years’ experience as an analyst or Project Manager and who has a Bachelor’s degree in engineering or science. A background in management consulting and/or a business qualification (e.g. MBA) is preferred.

### **Key Responsibilities**

The appointee will be responsible for the following:

- Assist with the development of “diagnostic project” proposals, pricing and scoping
- End-to-end delivery of diagnostic projects, including
  - Build a fact-base of clients’ energy consumption and energy costs
  - Project-manage a team of engineers who will conduct site visits and identify energy savings opportunities
  - Use fact-base and data from site visits to build a comprehensive view of energy savings opportunities
  - Package energy savings opportunities into financially viable project proposals
  - Communicate savings opportunities to clients in high impact PowerPoint presentations
  - Keep clients informed on project progress
- Work closely with other teams – including technical engineering teams and client engagement managers.

### **General Working conditions**

- Energy Partners offices are in the Tygervalley Chambers, Bellville
- Normal office hours are between 08h00 and 17h00

Please send your cv to [Anneke.vanwyk@energypartners.co.za](mailto:Anneke.vanwyk@energypartners.co.za)