

JOB DESCRIPTION



Job title	Environmental Consultant/Senior
Location	London office
Reports to	Associate Director

About the role:

Paragon is a multi-disciplinary Building Consultancy with a modern commercial outlook and close knit team ethic.

As an Environmental Consultant at Paragon, you are primarily responsible for professional environmental services relating to transactional due diligence, with both phase 1 and phase 2 experience and looking to progress to senior level or having recently achieved a senior role.

Bringing your technical expertise, you will evaluate a broad range of environmental factors and communicate findings and risk, in succinct, commercial language tailored to Paragon's clients. Our clients include property investors, fund managers, high net worth individuals and developers. You will also act as an internal source of technical expertise to other areas of the business from new graduates up to Director level.

Working closely with the Associate Director to support this area of the business, you will be responsible for delivering a high quality of work whilst building and developing successful client relationships.

Main duties and responsibilities:

- Advising clients on environmental liabilities including land contamination issues and other pertinent considerations such as sustainability, flooding, UXO etc.
- Site walkovers (driving required).
- Applying technical knowledge in analysing problems and creating solutions.
- Writing and reviewing technical due diligence reports.
- Liaise with site occupants, sub-contractors and regulators.
- Due diligence and site investigation project coordination.
- Preparing quotes and agreeing terms and conditions.
- Providing a first-class level of service and advice to help maintain a network of clients and ensure repeat business.
- Current understanding of relevant environmental regulations, legislation and assessment criteria.
- Managing sub consultants.
- Working with and supporting all business functions/service lines.

Skills and experience:

Essential

- Track record of delivering Phase 1 reports and portfolios.
- Phase 2 experience, including leading on-site investigations, risk assessments (design and remediation project management).
- Degree qualified in a relevant environmental discipline such as Geological Engineering, Geology, Environmental Science.
- Client facing experience.
- Problem solver who consistently delivers a high standard of work.
- Excellent verbal and written communication skills and effective communicator.
- Good attention to detail.
- Ability to work on own initiative, as well as in a team.
- Driven and self-motivated.
- Driving license.
- Standard MS Office skills.

Desirable

- Chartered or working towards chartership.
- Business development experience.

Key Performance/Success Indicators:

The successful candidate will be evaluated, on the delivery and quality of their work, through regular 121s with the Associate Director. This will be guided by their ability to meet their fee earning and bonus target. In return Paragon provides a quarterly bonus remuneration package on top of a competitive salary and benefits package.

Performance will also be assessed using feedback from clients, colleagues and Directors.

Key relationships:

You will work closely with the Project Management, Building Surveying, and technical teams to provide a first-class service to clients, as well as Business Development activities. You will also support a wide range of senior colleagues across the business in your day to day role.

It is expected that you would interact closely with the Admin team when producing reports and with the Finance team to accurately maintain your own fee forecast and invoicing, as appropriate.

For applications, please send your CV to careers@paragonbc.co.uk.