# Position Details

## Technical Services - CSOF5

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| The following information is for applicants | |
| Advertised Job Title | Energy Manager |
| Job Reference | 93751 |
| Tenure | Indefinite, Full-time |
| Salary Range | AU$105,806 - AU$114,500 per annum (pro-rata for part-time)  plus up to 15.4% superannuation |
| Location(s) | Canberra, Sydney, Melbourne, Brisbane, Newcastle preferred. Other locations will be considered |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | * Australian/New Zealand Citizens and Australian Permanent Residents |
| Position reports to the | Sustainability Manager |
| Client Focus – Internal | 70% |
| Client Focus – External | 30% |
| Number of Direct Reports | 0 |
| Enquire about this job | Contact Fiona Rothwell via email at fiona.rothwell@csiro.au or phone +61 2 6276 6012 |
| How to apply | Apply online at <https://jobs.csiro.au/>  Internal applicants please apply via **Jobs Central**  If you experience difficulties when applying, please email [careers.online@csiro.au](mailto:careers.online@csiro.au) or call 1300 984 220. |

**Acknowledgement of Country**

CSIRO acknowledges the Traditional Owners of the land, sea and waters, of the areas that we live and work on across Australia. We acknowledge their continuing connection to their culture and pay our respects to their Elders past and present. View our [vision towards reconciliation](https://www.csiro.au/en/about/Indigenous-engagement/Reconciliation-Action-Plan).

**Child Safety**

CSIRO is committed to the safety and wellbeing of all children and young people involved in our activities and programs. View our [Child Safe Policy](https://www.csiro.au/en/about/policies/child-safe-policy).

### Role Overview

CSIRO is seeking an Energy Manager to work within its Sustainability Team to help support CSIRO’s sustainability and net zero emission (NZE) targets. The successful candidate will be responsible for coordinating CSIRO's electricity and gas procurement processes and subsequent energy contract management. The successful candidate will also work closely with other members of the CSIRO Sustainability Team to identify opportunities for energy and carbon emission reductions. The role will work closely with CSIRO’s Strategic Procurement team during energy procurement activities.

The ideal candidate will be an experienced sustainability professional with a strong energy procurement background, energy procurement strategies, particularly renewables and a good knowledge of energy markets. The candidate will also possess a good understanding of energy management principles and strategies to reduce carbon emissions.

You will work closely with other Sustainability Team members, the CSIRO Strategic Procurement team and CSIRO’s research and facilities teams.

### Duties and Key Result Areas

* In close collaboration with the CSIRO Strategic Procurement team, coordinate CSIRO’s electricity and gas procurements, including business case preparation, development of specifications and other relevant procurement documentation, contract negotiation, etc.
* Manage the CSIRO energy contracts, monitoring against contract performance and proactively taking action to minimise financial, environmental, and regulatory risk to CSIRO.
* Work closely with other CSIRO Sustainability Team members, including the Coordinator, Smart Buildings and Coordinator, Net Zero Emissions to identify and support the delivery of energy, demand and emission reduction opportunities across the CSIRO portfolio
* Work collaboratively as part of a regionally dispersed sustainability team to champion and support CSIRO’s sustainability and NZE goals
* Collaborate with internal and external stakeholders to utilise the energy contracts and knowledge of energy management to support CSIRO’s NZE ambitions and uptake of renewable energy sources
* In collaboration with other Sustainability Team members, provide technical expertise and advice to the broader CSIRO community on energy management, emission reduction and broader sustainability issues.
* Manage CSIRO’s renewable energy certificates and carbon credit processes and accounts
* Stay up to date with the latest developments in energy markets, contract structures and developments in renewable energy procurement.
* Adhere to the spirit and practice of CSIRO’s Values, Code of Conduct, Health, Safety and Environment procedures and policy and diversity initiatives.

## **Selection Criteria**

#### Essential

*Under CSIRO policy only those who meet all essential criteria can be appointed.*

1. Relevant tertiary qualifications in engineering, sustainability or related field, or equivalent related work experience.
2. Demonstrated knowledge and experience in energy procurement, energy markets and associated contract negotiation and management.
3. Demonstrated knowledge and experience of renewable energy procurement options and “behind the meter” opportunities.
4. Demonstrated experience in the identification and implementation of projects and strategies that improve energy efficiency, reduce greenhouse gas emissions and reduce energy costs.
5. Strong analysis skills in the evaluation of alternatives/options, cost analysis and business case development
6. Demonstrated experience in project planning, management and delivery.
7. Demonstrated ability to work collaboratively and influence with impact across multiple functional groups and across all levels
8. Excellent communication and people skills, with the ability to build relationships across a broad range of stakeholders and work with others to achieve outcomes and inspire change

## **Desirable**

1. Certified Energy Manager qualifications, experience with ISO 50001, or equivalent demonstrated experience with energy management and efficiency.
2. Knowledge/experience in emerging low emission technologies such as green hydrogen

## **Required Competencies**

* **Teamwork and Collaboration:** Cooperates with others to achieve organisational objectives and may share team resources in order to do this. Collaborates with other teams as well as industry colleagues.
* **Influence and Communication:** Uses knowledge of other party's priorities and adapts presentations or discussions to appeal to the interests and level of the audience. Anticipates and prepares for others reactions.
* **Resource Management/Leadership:** Sets up and maintains effective and efficient work teams and manages performance and resources, to achieve objectives. Chooses appropriate management strategies and communication styles to maintain high levels of motivation and productivity. Gives feedback for development purposes and provides support and direction for improvement.
* **Judgement and Problem Solving:** Investigates underlying issues of complex and ill-defined problems and develops appropriate response by adapting/creating and testing alternative solutions.
* **Independence:** Plans, sets and works to meet challenging standards and goals for self and/or others. Recognises where endeavours will make the most impact or difference, decides on desired outcome and sets realistic goals to reach this target.
* **Adaptability:**Copes with ambiguity or situations that lack clarity. Adapts readily to changing circumstances and new responsibilities (which may include activities outside own preferences) in the interests of achieving team objectives. Recognises the need for and undertakes personal development as a result of changes.

Special Requirements

Appointment to this role is subject to provision of a pre-employment background check and may be subject to other security/medical/character clearance requirements.

* The successful candidate will undertake a pre-employment background check. Please note that individuals with criminal records are not automatically deemed ineligible. Each application will be considered on its merits.

## **About CSIRO**

We solve the greatest challenges through innovative science and technology. Visit [CSIRO Online](http://www.csiro.au/) for more information.

CSIRO is a values-based organisation.  In your application and at interview you will need to demonstrate behaviours aligned to our values of:

* People First
* Further Together
* Making it Real
* Trusted