



JOB TITLE – Energy and Environmental Manager

DEPARTMENT - Facilities

RATE OF PAY - £25,000 - £30,000 DOE INCLUDING BENEFITS!

CONTRACT TYPE – Full Time

HOURS OF WORK – 0800 – 1630hrs

SHIFT DETAILS – Mon - Fri

OVERVIEW

We are recruiting an **Energy & Environmental Manager** for The Celtic Collection and International Convention Centre Wales, based in The Celtic Manor Resort in Newport, South Wales. As the **Energy & Environmental Manager**, you will work to deliver the businesses approach to sustainable development, and provide professional management of the full range of environmental services including; energy and water management, waste management, carbon reduction, environmental legal compliance, sustainable design and construction, environmental management systems, building management systems, communications and staff engagement.

WHAT ARE WE LOOKING FOR ...

We are looking for someone who can propose and drive initiatives, possess influencing skills to encourage best practice thus achieving the desired results. Your good persuasion techniques will be key!

You will ensure you keep abreast of the latest developments in energy and environmental regulations, interpret and apply them accordingly.

WHAT YOU'LL DO ...

- Coordinating and monitoring the reduction of the Collections impact on the environment through design and management of capital projects, working closely with the facilities team to ensure efficient operation of equipment and engagement with the wide range of departments operating throughout the business.
- Managing the utilities budgets for both The Celtic Collection and ICC Wales, working with the accounts team to ensure accurate reporting via the management accounts.
- Manage the electricity and gas procurement strategy with current suppliers and run tenders to procure future contracts where and when required.
- Monitor and manage the operation of the four Combined Heat and Power generators across the business.
- Co-ordinating and improving on the 'Green Dragon' Level 3 environmental management system accreditation currently held by both The Celtic Collection and ICC Wales and managing and updating all relevant documentation on a regular basis.
- Co-ordinate and retain the Green Tourism awards at The Celtic Manor Resort, Coldra Court Hotel and Ty Hotel and manage the Green Key Environmental Scheme in which ICC Wales is currently involved.
- Ensuring that the Collection complies with all relevant current environmental legislation and monitor future legislative requirements, including (but not limited to) SECR, ESOS and relevant changes to utility third party tariffs.
- Manage the service contracts for both wet and dry waste and co-ordinate waste streams across all properties, working with departments to improve recycling rates and maintain operations.
- Develop and manage a working party to improve staff engagement in sustainable practices and initiatives.
- Manage the day-to-day operation of building management systems from all properties, ensuring efficient operation throughout the business.
- Assist with the sustainable design of future construction and development projects.

WHATS IN IT FOR YOU...

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| <ul style="list-style-type: none">● Free Meal whilst on Duty● Free staff parking whilst on Duty● Discounted Gym Membership● Discounted Hotel Accommodation● Discounted Food & Beverage● Discounted Spa Treatments● Discounted Employee Golf Membership | <ul style="list-style-type: none">● Discounted Rhys Giles Hair Salon● Christmas Hampers● Employee Birthday Lunch● Employee of the Month● Credit Union Savings Scheme● M.A.D Awards● Long Service Dinner● Annual '1 Year Service' Stay● Life Assurance Scheme | <ul style="list-style-type: none">● 'Refer a Friend' Payment Scheme● Shopping Discount Scheme (Vectis)● Discounted Nursery Rates● Wellbeing Helpline● Cycle to Work Scheme● Social Club● Additional Long Service Days● Reward and Recognition Schemes |
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WHO ARE WE ...

Set in 2,000 acres of rolling parkland in the beautiful Usk Valley, South Wales, the award-winning Celtic Manor offers luxury on a grand scale, encompassing a host of exceptional world-class facilities that make up the exclusive Celtic Manor Collection. With four hotels and ten luxurious Hunter Lodges, three spectacular championship golf courses, two health spas and fitness clubs, seven restaurants, an array of exciting adventure activities and a new International Convention Centre Wales, Celtic Manor is the ultimate European resort destination.

RECRUITMENT INFO

In the event we receive a high number of applications, we reserve the right to close this campaign early

In line with the requirements of the Asylum and Immigration Act of 1996, all applicants must be eligible to live and work in the UK. Documented evidence of eligibility will be required from candidates as part of the recruitment process. The Celtic Manor Resort is an equal opportunity employer and would welcome interest from applicants of all ages.