

DEA Technical Consultant

Department	DEA – Technical Consultant	Start	May 2025
Location	Lutterworth Requires a minimum of 3 days at the given location after probation period.	Reporting to	Existing Dwellings Technical Manager
Hours	37.5 Hours per week Mon-Fri 9am-5pm	Salary	Dependant on industry knowledge and experience £25,000 - £26,000

About the Role

Elmhurst leads the way as the UK's largest training and accreditation provider for Energy Assessors. Due to our continued success, we are currently seeking a new team member to join our DEA (Existing Dwelling) technical department.

Based at our Lutterworth office, with possible opportunities for hybrid working for part of the week. The role to be full time Monday to Friday 9am-5pm. Our expectancy throughout the probation period is the office is attended full time, however after the probation ends a minimum of 3 days is expected in the office.

What can I expect to do in the role?

The role will include working within our Existing Dwellings support team offering Introductory Level 3 Domestic Energy Assessor Training to new delegates as well as continued professional Development courses to our New and Existing members. This will be balanced alongside working with the support team to offer high levels of customer service support to our members through the provision of writing technical material and offering telephone and email support.

About you

People are what make Elmhurst great. It is the drive and commitment of our people that creates our success, which is why we focus on recruiting and developing the best talent.

We are seeking an individual who possesses a strong 'Can-Do' attitude, willing to go the extra mile to provide a positive customer experience.

Essential skills and qualifications:



- ✓ Domestic Energy Assessor Level 3 Qualified with minimum of 2 years' experience.
- ✓ The ability to provide high levels of customer service in a busy environment
- ✓ The role is technical so requires good attention to detail and the ability to perform calculations.
- ✓ An excellent communication style for Face to Face, verbal and written correspondence
- ✓ The ability to maintain good working relationships in a team environment
- ✓ You should be comfortable working in an environment where IT is an important tool for our business.

Preferred (but not essential) skills and qualifications:



- ✓ You may have working experience in the built environment industry and be keen to receive full accredited training in Energy Assessment as a future career.
- ✓ You may have a background providing telephone and customer support in another industry
- ✓ You may have an interest in renewable energies and/or sustainable buildings

Application process

- Send your CV with introduction to Carolyn our HR Manager at HR@elmhurstenergy.co.uk. Please let us know with your CV why this role is of interest to you and why you feel you are a great fit for the position.
- First stage: We like to start with an initial 10 to 15 minute telephone conversation. This will cover the basics and make sure the role is what you are looking for and is worth pursuing further.
- Interview: Successful candidates will be invited to attend an initial phone interview.