

Energy Industries Council Job Description

Job Title:	Consultant	Business Location:	Rio de Janeiro, Brazil (Regional Office)
Job Grade:		Benefits Grade:	

Responsible to (Line):	Head of EIC Consult	Responsible to (Function):	Market Intelligence
Responsible for (Line):		Function: (If appropriate)	

Purpose / Role

The Consultant role will directly support the Head of EIC Consult in the delivery of EIC Consult work by liaising with EIC Consult team members in Kuala Lumpur and London, the Rio Analysts, Overseas Analytics teams in London and Kuala Lumpur, plus any other internal teams necessary to source and collate the material for bespoke market intelligence reports, country reports, and presentations. You will also be responsible for lead generation and follow up activities in the South and Central Americas region with regards to EIC Consult.

The role will support the Head of Consult in delivering:

- Detailed reports on new market entry strategies.
- Presentation delivery to help inform future business development strategy.
- Bespoke insight and country reports.
- Competitor and supply chain analysis, to include identification of potential JV partners.

Key aims and objectives

To assist the Head of EIC Consult in meeting revenue targets by gathering data for reports and presentations, and liaising with both subject matter experts (Analysts), and own team members, to compile bespoke reports and presentations for clients. The Consultant will be expected to continually build own knowledge across all energy sectors, and present an agnostic view to potential clients during lead generation and consultation activities.

Prime responsibilities and duties

- Utilise EIC products such as Datastream, AssetMap and SupplyMap alongside publicly available information to build comprehensive reports and presentations.
- Continually build knowledge across all sectors.
- Liaise with subject matter experts on the Market Intelligence team to generate EIC Consult reports and presentations.
- Liaise with own team members where required around reports and presentations.
- Quality check data continuously across EIC products and provide constructive feedback to the Head of EIC Consult so as to inform internal client meetings.
- Provide market insights both internally and externally to clients where required.
- Actively generate leads and grow own network of contacts relevant to the Americas region

Allied occasional duties

- Assistance in preparation of material for presentations and reports for the Market Intelligence team.
- As directed, exercise other relevant duties that the department may require.

Key internal interfaces

- Head of EIC Consult
- EIC Consult team
- Director, Market Intelligence
- Head of the Americas
- Rio and Houston Membership Managers
- Information Product Development Team
- Rio Analysts
- Overseas Analyst teams

Key external interfaces

- EIC Members
- Operators and Contractors
- Trade associations
- Government bodies
- Non-Members

Core competencies

- Organised and adaptable.
- Highly detail-oriented.
- A proven base knowledge of at least one of the energy sectors (e.g.: Upstream, Offshore Wind, Solar etc), and a willingness to learn about the others.
- Passionate about furthering own knowledge and curious.
- Ability to manage own time effectively and deliver against tight deadlines.
- Excellent written and verbal communication skills in English.
- Proven research ability; must be able to pull together complex multi-strand analysis into broad trends and insights.
- Self-starter with strong work ethic.
- Ability and charisma to sell product to potential clients and actively generate leads.

Issued (date):	Signed by Line Manager:	Functional concurrence: (if appropriate)	Signed by Employee: