

Title: Junior Stewardship Advisory Associate

Reporting to: Director of Stewardship Advisory Services

Location: Dublin

Role Profile:

This junior role offers a unique opportunity to contribute to high-impact projects, combining data analytics, strategic planning, and project management. The successful candidate will support the delivery of client-facing initiatives, assist in developing internal processes, and contribute to the evolution of tools and methodologies.

Key Responsibilities:

- Support delivery of stewardship advisory projects (e.g. complex financial projections, development of strategic plans, project management).
- Process development, *e.g. automation and optimisation of data processes, particularly for Resource Assessment projects.*
- Identify opportunities for efficiency and implement technical solutions.
- Assist with client communications, documentation, and meeting facilitation.
- Contribute to research, benchmarking, and development of advisory tools.
- Participate in internal planning and strategy sessions

Key Skills and Competencies:

- Strong analytical and problem-solving skills, with proficiency in Excel and data tools (e.g. Power BI, Python, R).
- Excellent written and verbal communication skills.
- Ability to manage multiple tasks and deadlines in a fast-paced environment.
- Collaborative mindset with a proactive approach to learning and contributing.
- Interest in financial modelling, sustainability, and strategic advisory.

Qualifications

- Recent graduate in a relevant field such as Business, Economics, Data Analytics, Finance, or Engineering.
- At least one years' experience in a consultancy role is preferable.
- Exposure to project management principles or tools is a plus.

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