

CORPORATIONS AND SUPPLY CHAINS ANALYST – SANTIAGO (CHILE)

CDP is looking for a motivated environmental professional, with experience in climate change and permanent residence in Santiago (Chile).

JOB PURPOSE AND BACKGROUND

Do you care about our planet's climate balance and promoting sustainable development? Do you have a passion for the environment and sustainability in the private sector, and you want to make a difference? Are you passionate about how companies and financial services can contribute to a climate resilient, environmentally sustainable future?

CDP Latin America are looking for an analyst to join our Corporations and Supply Chains Latin America team to provide a critical contribution to CDP's mission on promoting a low carbon economy. This is an excellent opportunity to make an impact globally on how companies and suppliers respond to the key environmental challenges of climate change, water security and deforestation.

Your work will form part of CDP LA's team responsible for corporate engagement in Latin America, with focus on Chilean private sector.

ABOUT CDP

CDP is an international non-profit that drives companies and governments to reduce their greenhouse gas emissions, safeguard water resources and protect forests. Over 8,000 companies and 750 cities, states and regions disclose their environmental data to CDP. Our platform is one of the richest sources of information globally on how companies and governments are driving environmental change. By working with institutional investors with assets of US\$87 trillion, we leverage investor and buyer power to motivate companies to disclose and manage their environmental impacts. Visit <https://cdp.net/> or follow us @CDP-LA to find out more.

ABOUT THE CDP LATIN AMERICA TEAM

Because of Latin America's diversity, creativity and relevance, our regional office is an innovation hub for creating new business models. Regionally, we mobilize investors, companies and governments to build and accelerate collaborative action for development that works for current and future generations. We offer a variety of solutions for environmental information to be the mainstay of political and business decision making.

CDP Latin America is responsible for engaging with more than 1 thousand companies in the region on transparency and action against climate change, as well as having around 20% of CDP all membership-based packages and 10% of CDP's Signatory Investors. Its magnitude applies to Cities States and Regions program as well, as almost 20% of the total CDP-responding municipalities are in Latin America.

KEY RESPONSIBILITIES INCLUDE:

- ▼ Support corporate engagement in Chile regarding climate change, water security and land use issues.
- ▼ Assist and support CDP LA's sales and engagement meetings and capacity building activities.
- ▼ Generate analytical reports from CDP LA's database of corporate environmental data for members and partner organizations.
- ▼ Support and provide tailored analysis for CDP LA's corporate members under different membership packages.
- ▼ Database management to provide insights to CDP's corporate members and suppliers.
- ▼ Support CSC team with translations, analysis, reports and presentations of engagement and sales materials
- ▼ Support registration and logistics for CDP events.

- ▼ Support collection and analysis of members' feedback through discussions and utilizing that feedback to improve services.
- ▼ Assist members and keep records updated at CRM.
- ▼ Assist regional projects and studies, as they arise.
- ▼ Attending to regional events and discussions regarding climate and environmental issues.

ADDITIONAL RESPONSIBILITIES:

- ▼ Organize and attend multi-stakeholder dialogue events, workshops and conferences.
- ▼ Contribute to the development and delivery of webinars.
- ▼ Support engagement with focal companies and their suppliers to promote disclosure.
- ▼ Providing support for members regarding: the CDP questionnaires and scoring process, using CDP data for benchmarking and identifying best practices.

REQUIRED SKILLS AND EXPERIENCE:

- ▼ A university degree in Environmental Engineering, Environmental Sciences, Economy, Administration, or a related subject.
- ▼ At least two years of experience on sustainability with the private sector.
- ▼ **Fluency in English and Spanish.**
- ▼ Excellent presentation and communication skills.
- ▼ Excellent report writing and communication skills in English and Spanish.
- ▼ Excellent sales and engagement skills.
- ▼ Good understanding of global and regional markets and supply chains.
- ▼ The ability to discuss topics with customers of different backgrounds and levels of expertise, for instance, from small companies to global corporate groups.
- ▼ The ability to explore environmental issues and climate change aspects with different types and levels of stakeholders, for instance, with different departments within the same organization (sustainability, procurement, risks, and finance among others).
- ▼ Analytical skills, including an expertise in Microsoft Excel.
- ▼ The ability to meet deadlines under pressure.

DESIRED SKILLS AND EXPERIENCE:

- ▼ Pos-Grad/MBA or any other specialization.
- ▼ The ability to spot trends and opportunities as well as focus on details.
- ▼ Good knowledge of the Latin American context on corporate sustainability.
- ▼ Experience of working with global and international teams.
- ▼ Portuguese will be a plus.

This is a full-time role based at CDP Latin America's partner in **Santiago/Chile** and will be reporting to CDP Latin America's Corporate Engagement Manager, based in São Paulo/Brazil.

SALARY AND BENEFITS: Competitive NGO salary depending on experience, annual discretionary bonus (depending on company performance), additional benefits compatible with the region, Portuguese classes and home office opportunity (according with CDP Latin America's policies).

Please note that to apply for this vacancy you must be a resident and eligible to work legally in the Santiago – Chile.

HOW TO APPLY:

Please email your **CV and a covering letter** setting out how you meet the required skills and experience or key responsibilities, which should be no more than two pages, to the e-mail **rh@cdp.net** with **"CSC Analyst Chile"** in the subject. **The deadline is December 20th.**