

Independent Ecological Consultants



WILD FRONTIER ECOLOGY

Assistant Ecologist

Role Description / Specification

Your role includes, but is not limited to, the following, duties:

- Undertake field survey work and reporting as instructed (including some evening and/or early morning work during the peak survey season, May to August).
- Undertake appropriate training in order to carry out field surveys to competency level.
- Be responsible for your own, and your impact on others, Health & Safety. Use PPE/safety equipment when required.
- Review thermal imager footage and acoustic data following bat surveys, accurately recording all bat activity.
- Work alongside other staff in general office duties.
- Contribute to the maintenance and upkeep of premises and consultancy equipment.
- Liaise with clients, landowners and subcontractors as required, by phone, email, face-to-face and virtual meetings.
- Undertake all administrative aspects of consultancy work including report writing, impact assessments, quoting and invoicing.
- Manage a number of small projects or relatively straightforward medium-size projects, with regular oversight/assistance from more senior staff.
- Undertake first checks on documents produced by other colleagues.
- Be proficient in the use of QGIS.
- Be proficient and accurate at data entry.
- Carry out data searches and review information for inclusion within reports.
- Be (or apply to become in first month of employment) a Qualifying Member of CIEEM and undertake Continuing Professional Development to the accepted standard (as defined by the Chartered Institute of Ecologists and Environmental Managers).
- Work in line with the set of company policies which are available and reviewed regularly.
- The company reserves the right to require you to perform such other duties as it may reasonably require from time to time to meet the needs of the business.