

Technical Intern with a passion for sustainability



This is a full-time opportunity to experience working for Aotearoa New Zealand's leading industry body for sustainability in the built environment.

New Zealand Green Building Council (NZGBC) is a member of the World Green Building Council. We're a not-for-profit, industry organisation with over 700 members dedicated to driving for change through advocacy, independent certification tools, and an active programme of professional development and event opportunities to advance our community of professionals.

Our vision: All homes and buildings in Aotearoa green and sustainable, making healthier, happier New Zealanders.

For the summer tertiary study break, we offer an opportunity for a full-time Technical Intern supporting our technical team of architects and engineers, led by our Director, Market Transformation in processing project certifications:

Responsibilities:

- Development and/ or testing of calculators, templates, spreadsheets etc
- Engagement with industry members in relation to the project(s) as required
- Research of comparable international rating tools, best practices related to the review topic
- Assistance in maintenance of technical manuals and communications materials
- Maintenance of project information into NZGBC databases
- Creation of new, or maintenance of existing databases, templates, manuals and calculators
- Creation of project case studies
- General web-based, or industry research related to the relevant topic or project & tasks as required

Requirements:

- Excellent written and verbal communication skills. We're a culturally diverse team primarily working in English and embracing te reo Māori and other languages and cultures
- Inquisitive with great people skills to better help you and us understand our members and their project challenges in achieving highest possible certifications
- Cultural competence or a growing appreciation of Te Ao Māori in the built environment
- Research and analytics experience
- Confident user of Microsoft Office 365 and SharePoint, advanced in Excel
- Other experience in programming would be beneficial

Benefits:

- Valuable work experience within a well-respected, not-for-profit, supporting sustainability for the building sector
- Build your cv through either Green Star Practitioner or Homestar Practitioner training
- Central CBD location including regular supplies of cake, we like cake
- Competitive salary
- Flexible work arrangements
- Inclusive, supportive work environment

To apply for this role please email your CV along with a covering letter to Dasha Burova at jobs@nzgbc.org.nz.

Independent

Visionary

Thought provoking

Passionate

Trusted