



Climate Data Analyst

Who is Optera?

We deliver software and expert services to help the world's largest companies stop climate change. Our market-leading products provide companies with the tools and insight they need to reduce the environmental impacts of their businesses, supply chains, and products. We are backed by some of the most respected US-based venture capital firms and have a robust client list, including leading Fortune 500 companies such as Dell, Cisco, HPE, Williams-Sonoma, and Target.

What problem are we solving?

We provide companies with the data tools and expert support they need to stop climate change. Major corporations are the largest emitters of carbon emissions. Across the globe, companies are responding to pressure to address climate change by setting goals to aggressively reduce emissions by 2050. Our software enables corporate teams to collect, manage, and analyze emissions data across their operations, supply chain, and products, all with the aim of achieving their goals and saving the planet.

Why work at Optera?

Our team dedicates its skills, talents, and time to make the world a more sustainable place for future generations. We have a collaborative and dynamic culture where everyone plays a critical role and has room to learn and grow. Balance between work and life is key to our success, and we provide our teammates the flexibility and space to thrive personally and professionally.

Why this opportunity?

Our business is growing faster than ever, and we are looking for a core team member to join our Climate Data Analysis Team. This team works directly with our Sales & Service Team to support delivery of integrated software and consulting services to clients working to reduce their environmental impacts. In addition to a passion for data and advanced analytical skills, you will need on-the-job experience in GHG emissions analysis and a love for crunching numbers in Excel. If this sounds like you, come join the team that delivers the most effective sustainability management platform in the world.

The Role and Responsibilities

- Collaborate with Data Analysis and Sales & Service Team to support data intake and documentation with respect to resource inventories, carbon emissions reduction targets, and general sustainability information
- Review data from multiple sources to clean, gap-fill, improve organization and functionality, and derive insight
- Develop resource and emissions inventories in Excel/Google Sheets and using the Optera Sustainability Management Platform
- Set up client instances and upload data to the Optera Sustainability Management Platform
- Create data visualizations, e.g. histograms, charts, tables, related to clients' environmental resource use, environmental impact, and improvement opportunities

Your qualities

- Desire to join and contribute to a world-class, supportive, fun and productive work environment
- Interest in sustainability and combating climate change
- Good interpersonal skills and integrity
- Dedication to supporting an environment that is safe and welcoming to all
- Enjoy a dynamic, fast-paced environment and seeks out new challenges
- Demonstrated ability to find ways to add value outside of your defined role
- Humility and sense of humor
- High personal standards and commitment to delivering high quality work products

Your experience/qualifications

- Understanding of carbon emissions accounting practices and methodologies
- Ability to think analytically, be detail oriented, problem-solve, and work independently
- Experience analyzing large datasets in Excel
- Experience reformatting, cleaning and gap-filling data to improve functionality and insights
- Advanced Excel skills, including ability to create models and transform and check data. Includes use of functions such as Index, Match and Pivot Tables
- Experience and understating of basic statistical concepts, e.g. probability, variability, trend analysis
- Experience creating data visualizations and presenting data in Excel
- Interest in working with software (no coding required)

- Preferred: experience developing and verifying corporate GHG emissions inventories
- Preferred: experience with common financial analyses, e.g. ROI, IRR
- Preferred: experience in one or more data tools beyond Excel, e.g. R, Tableau, Power BI
- Preferred: experience with environmental impact accounting beyond emissions, e.g. product life cycle analysis, water footprinting

Commitment to Diversity and Inclusion

Optera is committed to creating a diverse environment that is safe and welcoming to all. We are proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status. We take this very seriously and expect that you do too.

Benefits

- Flexible work schedule and unrestricted PTO
- Ability to work remotely up to 25% beginning Fall 2021 (currently fully remote)
- Health insurance
- Short-term Disability Insurance
- 12 weeks maternity/paternity leave (8 weeks paid)
- Wellness budget
- Budget for home/office workstation
- EcoPass (regional bus pass)
- Budget for professional development
- Team happy hours, retreats, hikes/bike rides, yoga, and ping-pong

Location: Boulder, CO

Position: Full-time

Salary: \$55,000 – 70,000

How to Apply

Please send a brief statement of interest and resume to HiringDataTeam@opteraclimate.com with the subject line “Climate Data Analyst – [Your Name].” This position will remain posted until filled.

Note: If selected to move forward in the interview process, you may be asked to complete a short, at-home data analysis task in Excel.

Thank you for your interest!