

# Environmental Advisor

**Alternative titles:**

Environment Coordinator  
Environmental Analyst  
Environmental Scientist

**Role Purpose:**

Provide support to the Environment Manager in the activities required to provide governance over enterprise level business risk exposure from environmental incidents and support environmental actions and initiatives.

**Accountabilities:**

- Support development of environmental strategies and action plans
- Identify and make recommendations for environmental initiatives
- Environmental data collection and reporting
- Cyclical internal greenhouse gas emission reporting (NGERS, NPI)
- Contribute to the development and implementation of environmental targets, carbon management and support projects across the business in conjunction with related functions
- Researching and consolidating environmental risk and compliance obligations
- Maintenance of business environmental management systems
- Involved in the continuous improvement of the environmental management system.
- Conduct regular and targeted site environmental audits
- Identify environmental risks to the business and maintain risk registers
- Support the development and completion of environmental approvals

**Experience/Skills:**

Tertiary qualification in Environmental Science, Engineering or related discipline

**Years' experience:**

0-3 years' experience

**Number of reports:**

Direct: 0

Indirect: 0