



**SUSTAINCERT**  
KNOW YOUR IMPACT

JOB DESCRIPTION

# DEPUTY HEAD OF CERTIFICATION

October 2021



The Deputy Head of Certification will be responsible for all day-to-day responsibilities related to certification decisions. He/she will support and drive the optimisation of certification processes. He/she will be responsible for the approval of validation, verification and certification projects/services.

Come join our team of mission-driven individuals with big ideas, tireless optimism and the belief that our work can change the world.

## 1. ABOUT SUSTAINCERT

At SustainCERT, we help businesses and investors quantify and report on the social and environmental impacts from a wide range of sustainability interventions. Our role is to provide evidence of progress and ensure climate and sustainability pledges bring real, meaningful impact on the ground.

We leverage technology to drive a digital transformation in our industry and improve the way impacts can be measured, reported and verified. More simplicity, more affordability, more efficiency and always the same level of accuracy and credibility: we are on a mission to mainstream best-practice for the benefit of all – businesses, people and the planet.

Since 2018, SustainCERT has been digitizing and simplifying the process to collect data and to calculate and certify greenhouse gas emissions and removals either for the issuance of carbon offsets under leading standards (e.g Gold Standard) or for companies to track progress against their commitments to reduce their value chain emissions.

We aim to become the leading digital provider of greenhouse gas accounting and certification across carbon markets and corporate value chains. After our recent \$10m equity financing, we now look to add an outstanding Deputy Head of Certification to our executive team. You will decide on certifications, validation and verification statements and assure the high quality of our services.

## 2. ABOUT THE POSITION

Reporting to the Head of Certification, the deputy Head of Certification will be responsible for all day-to-day certification decisions.

This position will drive all certification processes optimisation in coordination with the Head of certification and the Quality and Compliance Director. This position will also work closely with the certification team to facilitate the integration of the different product portfolios of environmental market (carbon credits) and value chain activities.

The Deputy Head of Certification will play a critical role to ensure SustainCERT continues to enhance its quality certification services and build capacity as it prepares to scale. This is a tremendous opportunity for a strong leader to maximize and strengthen the internal capacity of a fast moving, high-impact organization.

SustainCERT is incorporated in Luxembourg, but this position is ideally located in Munich - Germany. We will be flexible on the location for the right candidate.



### 3. PRIMARY RESPONSIBILITIES AND TASKS

- Take all certification decisions in the normal course of business, escalate any issues as per internal procedures
- Drive the optimisation of all certification processes
- Support and improve the integration of Value Chain certification with Carbon certification processes
- Manage and if necessary decide on deviations submitted to SustainCert as GoldStandard official Certification Body
- Approve certification, validation and verification statements and reports in line with all relevant requirements
- Support the digitisation of all certification processes
- Support the Head of Certification on reporting requirements towards Management, Certification Systems e.g GS and Accreditation body
- Support the performance of internal audits and implementation of respective corrective actions

### 4. QUALIFICATIONS

- At least 10 years of overall professional experience; ideally 5-plus years of senior leadership experience in carbon market verification or sustainability certification
- Excellent understanding of audit and certification processes under Gold Standard, ISO 14065 or comparable standards
- Experience working with remote and culturally diverse team
- The ideal candidate has experience designing and implementing process optimisation at organisational level
- Prior experience using new technologies for monitoring and verification a plus
- A successful track record in setting priorities; sharp analytic, organization and problem solving skills which support and enable sound decision making
- Excellent communication and relationship building skills with an ability to prioritize, negotiate, and work with a variety of internal and external stakeholders
- Personal qualities of integrity, credibility, and dedication to combatting climate change
- Strong team player
- Excellent communication and interpersonal skills
- Ability to work independently and on own initiative
- Minimum of a BA, ideally with a related graduate degree

### 5. RECRUITMENT PROCESS AND TIMELINE

Applications can be sent to [recruitment@sustain-cert.com](mailto:recruitment@sustain-cert.com), the position will remain open until a suitable candidate is found. Candidates selected for a first round interview will be notified by email. Please note that we will not notify you directly if you are not selected for an interview.