

**Job Title: Associate Project Manager**

Office Location: Remote, Pasadena, or Los Angeles

Verdical · (vər-dək-(ə)l) · *n.* an upward trend in positive environmental impact**WHO WE ARE**

- Verdical Group is a leading full service green building consulting firm specializing in: Certification Project Management, Engineering & Energy Services, Net Zero & Zero Carbon Design, and Program Management. We also produce the nation's largest annual [Net Zero Building Conference](#).
- Our core values include: environmentalism, fun, inspiration, adventure, and learning.
- A growing group of 11 team members.
- Incorporated as a Benefit Corporation, and certified as a B Corporation, meeting rigorous standards of social and environmental performance, accountability, and transparency.
- 1% for the Planet Member Company: we walk the talk, donating 1% of our annual revenue, not just profit, to environmental nonprofit organizations.
- An equal opportunity employer; our diverse team is one of our greatest assets.
- Visit us at: [www.verdicalgroup.com](http://www.verdicalgroup.com) and watch our About Us video [here](#).

**WHO YOU ARE**

- An all-star talent who wants to work as part of a highly respected and growing team.
- You are committed to making a positive social and environmental impact on the world. You will be evaluated quarterly on your performance and progress in these areas.
- An inspired change maker who wants to work in a fast-paced start-up environment.
- A strong business writer and verbal communicator with a fastidious attention to detail and flawless follow-up.
- You enjoy working on projects for corporate clients such as NASA, Google, General Electric, and LAX.
- You thrive in a work hard / play hard environment where you're surrounded by likeminded, passionate sustainability professionals who are working to change the world through green building.

**REQUIRED QUALIFICATIONS**

- Successful candidates will have the desire and ability to quickly learn and support a wide variety of green building services including: LEED (BD+C, ID+C & O+M), Fitwel, WELL, CHPS, Living Building Challenge, zero energy building design and certification, life cycle assessments (LCA), corporate sustainability reporting, and others.
- Bachelor's degree in architectural, environmental science, engineering, or related field
- 1-3 years of direct green building project experience through internships, school projects, and/or work.
- LEED Green Associate credential
- Strong skills with Microsoft Office Suite, document control, and polished reports.
- Strong data/information management skills, including ability to synthesize quantitative and qualitative data, organize and correlate findings, and translate that information into client deliverables.

**PREFERRED QUALIFICATIONS (NOT REQUIRED)**

- LEED AP BD+C, ID+C or O+M credential
- Master's Degree in a related field
- Energy Modeling and/or Daylight Modeling experience

**COMPENSATION & BENEFITS**

- Full time exempt salary position
- Compensation commensurate with experience
- 100% company paid health insurance (gold level PPO) and dental insurance
- \$750/year continuing education stipend + 100% firm paid credential exams and renewal fees
- \$100/month cell phone benefit
- \$100/month commuter benefit for reducing our carbon footprint if you do not drive to work
- IRA (after one year of employment)
- Paid Time Off (PTO) for vacation and sick days + unpaid time off available for high performers
- 9 paid annual company holidays
- Flexible office schedule including working remotely from your home office
- Attend industry conferences and events including VG's Net Zero Conference
- Quarterly team great outdoors adventures aligned with COVID safety measures.

**APPLY**

- Send an email with both PDF cover letter and resume attached to: [applicants@verdicalgroup.com](mailto:applicants@verdicalgroup.com)
- Title both the combined PDF and the email "Associate Project Manager-[Your Name]"
- We welcome applicants of all backgrounds and encourage potential fits to apply even if you do not meet the criteria outlined above. We look forward to hearing from you!