

Job description

Aspire is a 15-year old group and Aspire Impact (www.aspireimpact.in) a 3-year old, work-from-home, impact enterprise- a pioneer in the field of ESG, Sustainability & Impact Measurement & Management. We are India's 1st Impact Rating & Certification initiative, assessing corporations, banks, funds, and nonprofits. We use our proprietary 4P (Product, People, Planet & Policy) framework to help organizations evaluate the impact of their activities and operations on society and the environment and chart their Impact journeys.

Responsibilities

- Collection, standardization, and validation of data from various public documents and sources such as sustainability/impact/annual reports for new product development (ratings) and enriching the company's upcoming SaaS platform.
- Interest and attentiveness towards emerging environmental, social, and governance topics to stay abreast of all developments in order to have opinions and perspective to incorporate them in research. Special focus on global reporting regulations and guidelines.
- Assist the SPOC in engaging with interns to keep track of their deliverables, daily work allocation, queries, etc.
- Contribute towards owning, building, and maintaining knowledge products such as whitepapers, case studies, articles, etc on topics such as climate change, net zero, sustainable finance, ESG/Sustainability reporting and frameworks, impact measurement and management, etc., from time-to-time.
- Provide additional Research & Presentation support for Business Plans, Product Plans, Market Strategies, Competition Updates, Press Materials, White Papers, Newsletter etc. or any other support required to grow Aspire's leadership as a thought leader.

Eligibility and Qualifications

- The ideal candidate would have worked at a ESG ratings/research org for 6 months -1.5 years and well-versed with ESG/Sustainability/Annual reports and data mining. Experience with different disclosure reports will be an added advantage (BRSR/GRI/SASB/CDP, etc.).
- Prior experience required in the field of ESG/Sustainability/Impact
- Ability to multi-task in a fast-paced environment
- Ability to work independently as well as in a team environment

- Bachelor's degree required (advanced degree preferred)
- Proficiency in using MS Office (Word, Excel, PowerPoint). Advanced Excel knowledge will be an advantage (Macros, Power Query, Pivot tables, etc.)
- Fluency in written and spoken English

Candidates who can join immediately will be preferred.