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# Example of Junior Consultant Job Description

Our company is growing rapidly and is hiring for a junior consultant. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for junior consultant

* Knowledge and passion for the sports and entertainment industry
* Experience of business development and pitches would be desirable
* Supporting project managers in requested activities such as research for information, writing reports, proposal preparation
* Implement training initiatives, plans, strategies & processes in alignment with the Business Unit / organizational goals
* Responsible for publishing the monthly training calendar across goes and measure success
* Conceptualize, design and identify proper delivery channels and deliver learning interventions for the Business Units – use technology appropriately
* Establish effective processes and operative guidelines for smooth execution of tasks and closely monitor the sustenance
* Clearly define transparent procedures and the communication aspects within the team which will enhance stakeholders delight
* Effectively with the offshore teams and emphasis on the people management facets of the team members
* Maintain rapport with internal teams and ensure smooth transition of any new processes

## Qualifications for junior consultant

* Master degree in Environmental Science, Geology, or related sciences
* CPA License or PMP, CDFM, CIA, or CGFM Certification preferred
* Minimum of Master's degree preferably in (digital) marketing, economics or business related fields
* Degree in a relevant technical subject or other relevant development qualification
* Demonstrable interest in working on climate change/energy, infrastructure or inclusive business development in developing countries
* Ability to work not only as a team member but also with limited supervision on personal initiative