



**Title:** ESG Jr. Data Management Consultant – Computer Scientist

**Company:** Huco Consulting, Inc.

**Location:** An existing state of Huco is required (CA, CO, FL, GA, IL, KS, LA, MA, NC, OR, SC, RI, TX). Highly skilled and proven candidates could be considered in new states.

**Work Schedule:** Full

**Dates:** Start ASAP

**Are YOU enthusiastic, self-motivated, and interested in helping a fast-growing company grow and deliver client success and happiness?** Are you looking for a work environment that supports your professional goals? Come and join Huco on its journey of growth.

We are a boutique consulting firm founded in 2008 that focuses solely on the strategy, selection, setup, and support of ESG/EHS information management systems to help our customers manage compliance, risk, **and** return value. This includes air emissions, greenhouse gas, sustainability (ESG), permit tracking, incident management, inspections, audits, observations, occupational health, etc. Our mission is to provide quality work, respond quickly and work effectively with supportive teams.

**Job Description:**

We are looking for an entry/beginning level IT team member with a proven (database/application) programming/management mindset who is interested in building a niche career focused on ESG & EHS. You can become a subject matter expert in these areas while working with team members with decades of experience. As a small business, you will be exposed to a variety of tasks and clients. And if you do great work, you will be recognized and gain responsibilities at a more rapid rate than at a large firm.

You will learn a variety of leading off the shelf applications and help configure them, applying your programming and database skills to help automate the specific requirements of each application. You will work directly with experienced consultants helping them throughout the application implementation lifecycle (with clear focus on building, testing & deploying – while experienced consultants work with the client to define purpose, plan and design).

Additionally, you will grow to become the lead resource to manage the company’s corporate IT program as defined in the Key Responsibilities section of this description.

Huco is a remote workforce and you must have the strong interest and ability (self-discipline) to work from a home office – which can be challenging if you are not used to it and/or if frequent and ad-hoc person interaction with your colleagues, partners and customers is important to you. A successful candidate will appreciate the ability to work from home including flexibility, while being able to pro-actively move forward on work without delay. They will also be confident to reach out to their teammates, coaches and even ownership to ensure engagement and progression (a two-way street). You will be assigned a coach that works with you regularly in addition to the work you do day-to-day with consultants and project managers.

Lastly, all successful employees at Huco have a bold passion for doing what is right for the client, are purpose driven, strong organizational skills, and effective communication/leadership skills as they work with staff with varying experience levels and a variety of client personalities. They will also be able to quickly learn and leverage existing proven work processes consistently and help continuously improve (i.e., a pro-active mindset).

Compensation is a competitive hourly wage. Unique benefits offered include flexible work hours, the ability to work from home, a 401k (100% match up to 5%), and a QSEHRA health reimbursement plan. A time off allowance bonus is also offered based on years of experience at Huco. Travel is expected to be limited (<5-10%) and depends on client preferences, their location and yours. Typical work hours at Huco are between 9am – 5pm during weekdays.



**To Apply:** Submit resume and cover letter to [careers@hucoconsulting.com](mailto:careers@hucoconsulting.com). In your cover letter, identify the position (title) you are applying for, convey your interest in consulting, and explain why you would be a good fit for this position and what you would uniquely bring to Huco.

### **Key Responsibilities**

- Master various information management software applications in ESG and EHS subject areas with provided training materials (self-study with coaching); applied tasks include form configuration, workflow development, custom reporting, XML, advanced configuration using development skills, and data migration/bulk loading.
- Use advanced database and technical skills for data collection, cleansing, reporting, and testing and for setting up software applications.
- Support and design reports using HTML and off the shelf BI tools such as Qlik and PowerBI.
- Analyze data schemas and create data maps & dictionaries to aid streamlined querying/reporting.
- Use advanced database & technical skills for integration to other systems, data load tools & data collection apps.
- Become the lead corporate IT resource within Huco focusing on managing SharePoint, Microsoft 365, Power Automate, website, technology software and hardware for virtual staff, etc. (this would be 15% of the overall role).
- Pro-actively communicate results internally to project managers and technical leads in a clear and succinct manner through instant messages, emails & recurring meetings.
- Work closely with colleagues and clients in a team based, home office start-up environment.

### **Qualifications**

**Education:** Bachelor's and/or Master's degree in Computer Science

#### **Required Experience/Skills:**

- 0-2 years of work experience working on IT projects.
- Ability to work independently (self-driven) within deadlines and budgets.
- Able to pro-actively communicate clearly and succinctly through written and verbal form.
- SQL Server skills and ideally certification (queries, scripts, triggers, procedures, install, etc.).
- SharePoint experience (building libraries, lists and workflows; SharePoint Designer, Power Automate).
- Java and traditional programming background preferred.
- Detail oriented with strong organization/logistics skills.
- Translate complex technical concepts into easy-to-understand language and build solutions for them (scripts/apps).
- Learn and understand software solutions both from the front and back end.
- Skilled with a variety of tools (e.g., MS Excel/Word, PowerPoint, Access, Crystal Reports, SQL, Oracle).
- Interest in the Huco culture, which includes hourly pay, working from home, helping colleagues and clients be successful and grow, and a collaborative entrepreneurial environment.
- Interest in consulting, environmental, health, safety, social, governance, IT and small business.

**U.S. Work Authorization is required**