

New Developments Associate Job Description

Tradewater International is a Costa Rican entity, subsidiary of Tradewater LLC in the United States, dedicated to find, collect and destroy harmful, ozone-depleting substances ("ODS") in the form of refrigerant gases, to ensure that they are not released into the atmosphere. These projects are conducted under particular rules established by international carbon offset protocols so that the environmental benefit can be quantified and audited. They result in the generation of verified carbon offset credits.

According to Drawdown, by Paul Hawken, one of the most impactful things we can do to prevent runaway climate change is to properly manage harmful refrigerant gases.

Tradewater International seeks to hire a **New Developments Associate** to support its implementation. The scope of the work is described below, and part of a continually evolving and changing work.

Location: San José, Costa Rica

Type of employment: Full Time Employee (*planilla*)

Coordination and supervision by: Projects and New Developments Manager

Primary Responsibilities:

The New Developments Associate works in the exploration of new countries around the world seeking to develop projects or programs that will identify, collect, and dispose of ODS refrigerant gases. This position is expected to undertake activities such as the following, among others, all in compliance with protocols and guidelines of Tradewater International:

- Carry out specific research and analysis on the context, regulatory framework, and management of refrigerant gases in the New Development Countries.
- Support the design and execution process of the strategy to be implemented in the New Development Countries.
- Map stakeholders and initiatives within the scope of work in the New Developments Countries.
- Work hand in hand with local stakeholders in the implementation of the work plan.
- Conduct searches for eligible refrigerant gas in the New Developments Countries.
- Support the preparation of documents associated with the Projects and New Developments processes.

- Prepare and/or facilitate meetings with different stakeholders towards the execution of the New Developments activities globally.
- Support the evaluation processes of the New Developments Countries.
- Maintain and rigorously feed the company's management and information system.

Education and Experience:

- Bachelor's degree of a relevant academic background. Junior candidates are invited to apply.
- One year of experience in environmental project management (desirable).
- Experience working with multiple stakeholders in different countries is an asset.
- Knowledge in refrigeration and air conditioning processes (desirable).
- Knowledge and experience using Microsoft Office Programs.
- Fluency in English is required. Knowledge of a third or more language is an asset.

Qualifications:

Candidates should have a demonstrated ability to work in a professional environment, have strong interpersonal skills, exceptional problem-solving, and work collaboratively with multiple stakeholders. Also:

- Ability to synthesize information in a clear and well-structured manner.
- Ability to work in multicultural environments.
- Strong communication skills.
- Excellent organizational skills.
- Resiliency and flexibility to work in evolving conditions.
- High attention to detail skills.
- Ability to complete tasks thoroughly.
- Results-driven and target-driven attitude.
- Passion towards sustainable development and climate change.
- Commitment to Tradewater's mission.

If you are interested, please submit your application at:
https://app.jobvite.com/?aj=oWgDhfwQ&s=TW_Website