

Edit: January 20, 2023

Job Description: Senior Proposal Writer and Compliance Manager

Integrated ClimateTech (iClimateTech) is seeking applications for a technically-oriented proposal writer and compliance manager. Given below are related details for this part-time job position:

Minimum education requirements:

- Fluent in speaking and writing English
- Fluent in technical English
- Bachelor's or master's degree in environmental and/or technology program.

The job activities include the following:

- 1) Research as well as evaluate financial incentives including grant programs.
- 2) Lead the development of proposals for funding for projects that include climate solution technologies.
- 3) Lead the preparation of all the additional documentation needed for project approvals. This will include communicating with consultants and government agencies relating to a project.

Experience required: 3 years of technically-oriented proposal writing.

Work Location: Work from home with regular video conferences with "camera on" to communicate with the rest of the team. If the successful candidate lives in the Greater Toronto Area (GTA), this person would be invited to periodic meetings at the Clean Energy Zone in the Toronto Metropolitan University, which is located at 44 Gerard Street East, Toronto, ON.

In summary, this proposal writer and compliance manager would join [our team at the Integrated ClimateTech \(iClimateTech\)](#) to help us obtain funding to [integrate technologies to maximize climate impact and profit](#). In addition, this person would support our work with [the Climate Solutions Advancement Network \(ClimateSAN\)](#), which is a project of Think Renewables Group.

Interested candidates are invited to email a cover letter and resume to this email address: careers1@thinkrenewables.com. Since we receive many resumes, not everyone who sends us a resume will receive a reply.