

# **CORPORATE SOCIAL RESPONSIBILITY PROJECT COORDINATOR**

*Bulgari SPA, within its Corporate Social Responsibility Department based in Rome, is searching for a Corporate Social Responsibility Project Coordinator.*

## **Mission**

Make sure that Company's practices, processes, products and procedures are ethical, sustainable and environmentally in compliance with national and international rules and practices. To enhance Company's reputation and thus maximize its profitability through the coordination of projects and initiatives in CSR.

## **Main Accountabilities**

- Drive the definition and the implementation of CSR (social/environmental) strategy, consistently with Company and Group guidelines.
- Analyze current Company policies and operations in order to identify current or potential risks and define recovery and improvement actions.
- Develop actions towards the Community (local and global)
- Initiate and drive projects and develop specific improvement actions on working environment (remote work, diversity management, etc.).
- Initiate and drive projects and Implement actions to increase the CSR awareness within Company culture and employees.
- Manage internal and external (the latter in cooperation with External Relations dept.) CSR-related communication through web and innovative media.
- Monitor budget and spending relevant to CSR initiatives and identify improvement areas.
- Participate to CSR related external committees or associations.
- Coordinate the suppliers risk management and auditing process in order to improve the company's supply chain social environmental performance/sustainability
- Define and implement specific KPI's (also integrating the LVMH ones) to analyze Company performances in CSR actions, defining and implementing specific recovery actions if needed.
- Manage data collection and reports on CSR subjects according to LVMH guidelines
- Act as Bulgari interface of the assigned LVMH CSR related (Social & Environmental) initiatives, directly participating and/or coordinating Bulgari participation to specific LVMH projects, teams and forums.
- Implement, within Bulgari, all LVMH CSR initiatives, coordinating all involved people and departments.
- Drive and support all CSR certification projects (RJC, ISO, etc.).
- Define and implement specific trainings on CSR related subjects (Social and Environmental) in order to improve employees awareness and to communicate specific guidelines
- Constantly update Company knowledge and expertise on CSR issues, also benchmarking best in class and identifying and implementing improvement actions.

## **Technical skills**

- Engineering degree
- 6-8 years of experience in similar roles
- CSR principles, trends, tools and methodologies (environmental, social, ISO 14001, SA8000, OHSAS18001, LCA, RJC...)
- Project Management
- Risk analysis
- Budget techniques
- Data analysis
- Training and presentation skills

## **Soft skills**

- Analysis
- Excellence Orientation
- Communication
- Customer Orientation
- Flexibility
- Integrity & Trust
- Impact
- Innovation
- Role Competencies