



MINISTRY OF FOREIGN AFFAIRS OF DENMARK THE TRADE COUNCIL

Junior Trade Advisor, Ministry of Foreign Affairs , Sydney

Are you able to identify market opportunities, sales channels and excellent at building up a network for Danish companies in Australia and New Zealand (Oceania) across multiple sectors and business segments? Do you have a strong drive and want to be part of a dynamic, ambitious, creative and strong Trade team? – Then you may be our new colleague

Great opportunities

We experience a strong growth and interest from Danish companies, which have identified the opportunities in exporting to the region. This is driven by Australia's strong economic growth and increased demand for Danish expertise and products.

As a Junior Trade Advisor, you will work in close cooperation with the Trade Commissioner and the Trade team. You will be responsible in advising Danish companies on the export opportunities in Oceania and thereby contribute to Danish companies gaining increased presence in Australia

You will be building new export opportunities for Denmark across multiple business segments.

Job tasks include:

- Pitching TC services to Danish companies
- Assisting the Trade Commissioner and the mission's Deputy with ad hoc assignments, administrative tasks, project execution, and project management
- Preparing financial proposals and following up on potential leads



- Planning of business trips to Denmark; including market segmentation and contacting Danish companies
- Responsible for execution of own assignments for Danish clients
- Building a sector and thereby eventually becoming a sector expert
- Conducting research and planning for clients and stakeholders
- Act as point-of-contact for the office's clients
- Assisting with statistical internal analysis to ensure KPIs are met
- Maintaining relationships with external Service Providers
- General marketing of Denmark and Australia via social media platform and other news generating channels

Ideal skills and experience:

- A commercial background with a technical understanding is preferred
- Analytical mind-set and the ability to identify market opportunities, challenges and gaps between Danish competencies and local growth segments
- Experience with international working environment
- Proven structured approach and a detail orientated mind-set
- Disciplined and eager to get the job done, as well as great time management skills
- Take initiatives and believe no job is either too large or too small
- Result orientated
- Capable of managing many projects simultaneously
- Strong social and communications skills

The Trade Council is offering:

- A great opportunity for professional competency development
- The opportunity to be part of a global organization with colleagues throughout the world
- Great experience with consultancy, strategic planning, and project management
- Become a key component in the expansion of Danish businesses in the Oceania
- Performance is measured on both an individual, and team basis



Employment

You will be locally employed under the Ministry of Foreign Affairs of Denmark in Sydney for a period of 2 years with the possibility of extending the contract.

Commencement

May 1st 2018. Prior to employment, a security check by the Ministry of Foreign Affairs in CPH is required

Application process:

Please send a copy of your resume with a cover letter to Trade Commissioner Carsten Rosendahl at carros@um.dk with **Junior Trade Advisor** in the subject line.
Deadline for application is March 8th 2018.

About The Trade Council

The Trade Council is the governmental export and investment promotion organization under the Ministry of Foreign Affairs of Denmark. The organization comprises all governmental activities designed to promote Danish export and foreign investment in Denmark under one roof. The Trade Council in Sydney provides commercial consultancy to Danish companies facing U.S. challenges. Our purpose is to bring value to our clients in Denmark in terms of growth and job creation. For further information visit australien.um.dk