

The Danish Embassy in Paris is looking for two new Junior Advisors within Health and Energy & Environment



Position:	Two positions as Junior Commercial Advisor
Type of employment:	12 months full time employment on a local contract based on the Staff Rules of the Mission and with the possibility of extension
Starting date:	As soon as possible after security approval
Location:	Royal Danish Embassy in France 77 Avenue Marceau, 75116 Paris
Deadline for application:	20 th of March 2019

The Royal Danish Embassy in Paris is looking to hire two dynamic full-time Junior Commercial Advisors to join our existing trade council team (TC Paris), consisting of 7 advisors and 2 interns. The main objective of TC Paris is to promote Danish commercial and economic interests in France. We do this by assisting Danish companies in a variety of activities ranging from developing market studies and market entry strategies to executing partner and customer searches, engaging in PR and Public Affairs activities, creating awareness events and carrying out e.g. recruitment assignments.

We are a hardworking team. We are ambitious and we are growing fast following our overall targets of providing high value returns to our partner companies. Based at the Embassy in Paris you will also work closely with our ambassador, our political and cultural sections and you will be working closely with our TC-colleagues in Italy, Spain and Portugal in a regional TC South West Europe set-up.

The Position

We are looking for advisors within the following sectors:

- A junior advisor within Energy and Environment
- A junior advisor within Healthcare

As a junior advisor you will be working closely with a senior advisor within your main sector, but you will have to be flexible and ready and interested in also working with cross sector projects and assisting in other sectors if so needed.

As a junior advisor, you will support some of the largest Danish companies as well as a wide range of small and medium sized companies in entering or expanding their market presence in the region. The day-to-day tasks include assisting in:

- Identifying and establishing business-to-business contacts
- Gathering, analyzing and presenting information on market opportunities

- Preparing market/partner reports
- Organizing events and elaboration of programs for delegations
- Planning and setting up company visits
- Providing support for promotional activities

Job Requirements

- Relevant educational background and strong academic track record
- Maximum 2-3 years of working experience after graduation
- Preferably international experience
- Strong interest in business development
- Strong interest within one of the three mentioned sectors
- Proactive work ethics and analytical mind-set with an ability to think creatively
- Flair for IT (Word, Excel, PPT), analytical tools and CRM systems
- Ability to work independently and as a team member, often under time pressure
- Fluency in French and English (verbal and written)

TC Paris aspires to be among the best performing TC missions around the world. We want to excel in our work and we expect you to live by the same virtues and be a dedicated team player with an open mind always seeking to learn more and do the best job possible.

Employment condition and what we offer

- A position in a dynamic work environment, which offers exciting and challenging tasks with a high degree of responsibility
- The possibility to gain in-depth knowledge of doing business in France, Denmark and South West Europe
- A unique access to decision-makers in Danish and French companies and organizations.
- A 12 month contract for the other two position with the possibility of extension at the end of contract depending on office activity level and performance
- Working hours of 37 hours per week
- 5 weeks of paid holiday per year.
- Salary according to qualifications and relevant experience.

Application and recruitment process

To apply for the position, please send your application including a motivational letter to parambhr@um.dk no later than 20th March 2019. The Embassy of Denmark in Paris attaches great importance to equal opportunities for all and therefore welcomes applications from all qualified persons regardless of race, sex, religion, age or disability. The chosen candidate must present a “No Criminal Record” and pass security clearance by the Danish authorities prior to employment.

Questions

For any questions regarding the position, please contact Mr. Morten Siem Lynge at morlyn@um.dk.