

JOB ANNOUNCEMENT

FOREIGN DIRECT INVESTMENT ASSISTANT FOR FDI DESK – NEW YORK

The Italian Trade Agency in New York

The Italian Trade Agency (“ITA”) is a governmental entity with diplomatic status which promotes the internationalization of the Italian companies, in line with the strategies of the Ministry for Economic Development. ITA provides information, support and advice to Italian and foreign companies.

In addition to its headquarters in Rome, ITA operates worldwide through a large network of Trade Agencies Offices linked to Italian embassies and consulates, working closely with local authorities and businesses. ITA provides a wide range of services overseas helping Italian and foreign businesses to connect with each other, as well as attracting Foreign Direct Investments to Italy.

Job description

The Italian Trade Promotion Agency (ITA) seeks a self-motivated Assistant with a degree in Economics or Finance to support the Foreign Direct Investment Heads of ITA’s New York and San Francisco offices.

The purpose of the role will be to support US direct investment in Italy, as well as to strengthen awareness of Italian business and regulatory environment.

The ideal candidate should be a research driven, creatively resourceful individual with analytical skills inspired to scour databases, the internet and other sources to identify potential Investors for Italian projects or stakeholder opportunities.

Responsibilities

The candidate shall have to support the 2 FDI Specialists in the entire process of targeting investors with interest in Italy, encouraging and facilitating their investment in the country and building confidence and trust, even in aftermarket support. He/She will also assist in cultivating and maintaining corporate prospect and client relationships.

He/She will be also required to support administrative details, communication and the regular reporting process with Rome headquarters related to the FDI and other ITA office activities.

Mandatory requirements

- Bachelor's Degree and/or MBA or PhD in Finance, Economics
- US citizens or green card holders
- Proficient in English and Italian languages
- A minimum of 2 years of experience in a similar role, in the private or public sector

Candidates lacking even one of the above listed requirements will not be considered.

Preferential requirements

- Preferential background in finance, particularly in the investment banking
- At least 3 qualified references from prior employers
- Strong interpersonal and communication skills
- Good organizational skills

The candidate may be required to travel internationally if necessary.

Instructions for candidature submission

1. Send your **CV ONLY BY EMAIL** to: f.guelli@ice.it Attn. Ferdinando Gueli
2. Fill in the [online application form](#)

Deadline: March 5th, 2019 at 12:00 pm (EST).

ONLY those candidates who will be fully meeting the above-listed requirements will be considered for the selection and contacted within the end of March 2019.

ITA does not sponsor ANY working visa!

TA does not discriminate on the grounds of age, sex, sexual orientation, marital status, disability, color, race, religion or country of origin in the application of its employment policies, including but not limited to recruitment, training and promotion.

Providing every requirement of education, skill, technical qualifications and experience are met, the criterion for selection will be ability to perform the job under the specified conditions of service. All personnel will be given equal opportunity, based on performances and competencies.

IMPORTANT NOTICE

This selection could be suspended and/or cancelled at any moment and for any reason by the Italian Trade Agency in New York at its full discretion, without generating any moral or legal commitment towards the candidates, including those fully meeting the job requirements.

Best regards,

Maurizio Forte
Italian Trade Commissioner