



ITALIAN TRADE AGENCY

ICE – Italian Trade Commission

Trade Promotion Section of the Consulate General of Italy

New York Office

## **JOB OPENING**

### **SENIOR FASHION ANALYST**

#### **Job description**

The Italian Trade Promotion Agency (ITA) seeks a motivated Senior Analyst with a degree in Economics, Business Administration, Marketing and/or Arts-Humanities-Communication-Design, for a 1-year Independent Retailers Project.

The ideal candidate should have a consolidated experience in the fashion industry in the Italian and US markets, with a knowledge and understanding of the fashion retail products distribution channels and a wide network of contacts in the Italian and American fashion system.

#### **Duties**

During the 1-Year Independent Retailers Project, the candidate must organize, coordinate and take part in promotional activities, such as, for example, trade show pavilions, exhibitions, conferences, retail partnerships and advertisement campaigns; coordinate negotiations with potential retail partners and draft related documents; organize events, coordinating production, media relations and PR agencies; coordinate Social Media communication; perform public relations activities including contacts with local authorities and business representatives.

He/She will be also required to perform some administrative tasks, as well as communication tasks and regular reporting process to the ITA Rome headquarters related of the project's activities.

The candidate may be required to travel in the US and internationally.

#### **Work location**

Italian Trade Commission, New York Office  
33 East 67<sup>th</sup> Street – New York City, NY 10065

#### **Requirements**

- A minimum of 10 years of experience in the fashion industry in the Italian and US markets
- Bachelor's Degree and/or MBA or PhD in Economics, Business Administration, Marketing and/or Arts-Humanities-Communication-Design
- US citizens or green card holders
- Proficient in English and Italian languages

**ITA does not sponsor a working visa**

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



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Moreover, preference will be given to candidates with the additional skills and qualifications:

- Professional understanding of social platforms including, but not limited to, Facebook, Twitter, Instagram, etc.;
- Excellent interpersonal and communicational skills;
- Project management skills coupled with a high attention to detail and superior multi-tasking abilities.
- 1 or more qualified references from prior employers;

**Salary and Compensation**

Compensation will be **\$72,500 yearly**. Due to the fiscal status of Italian Trade Agency in the US, the candidate shall be solely and fully responsible for taxes and all related fiscal requirements requested by US laws, both at federal level and state level.

**Term**

The contract will be for 1 year.

**Italian Trade Agency**

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.

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*ITA 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.*

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## Application Process

### Documents submission:

1. Interested candidates may submit **CV, ONLY BY EMAIL**, to: [a.greco@ice.it](mailto:a.greco@ice.it) Attn. **Alessandro Greco** specifying in the subject line: “**Senior Fashion Analyst Position**” along with the following documents:
  - copy of bachelor’s degree certificate;
  - copy of US passport or green card;
  - any other document useful to assess previous experience or qualifications.
2. Fill out the [online application form](#)

**Deadline: May 30<sup>th</sup>, 2019 at 6:00 pm (EST).**

### Selection procedure

ITA will acknowledge receipt of all applications, but only **candidates who meet the above-listed requirements will be invited by May 31<sup>th</sup>, 2019 for the selection procedure.** Please note that the selection procedure includes the passing of a written test:

1. **Written test** in English and in Italian on the following subjects: International Marketing and Communication (**June 17<sup>th</sup>, 2019**)  
The candidates may score **up to 50 points** and must score **at least 35 points** to be admitted to the Practical test.  
The written test is aimed to ascertain relevant knowledge of International Marketing and Communication and assess the candidate strength of reasoning.
2. **Practical test and Interview in English and Italian (June 19<sup>th</sup>, 2019).**  
The practical test is aimed to ascertain IT skills (**up to 15 points**). The interview, conducted either in Italian or English, will focus on skills, qualifications, motivation and strength of reasoning. (**up to 35 points**).

After testing, each candidate will be ranked on a **100 points scale. Only candidates who scored at least 70 (out of 100 points) will become eligible and shortlisted.**

The position will be offered to the eligible candidate with the highest score unless he/she intends to withdraw, resign, or ITA finds later that he/she lacks the eligibility requirements: in such a case, the position will be offered to the next ranked eligible applicants, according to a list that will remain valid for 6 months. The list will be published on ITA website.

### **IMPORTANT NOTICE**

**This selection could be suspended and/or cancelled at any moment and for any reason or no reason by ITA at its sole discretion, without creating any obligation and/or expectation or reliance on the part of eligible candidates.**