

Tripoli, 16th September 2024

Seeking temporary staff for ITALIAN TRADE AGENCY, Tripoli Office

The Italian Trade Agency in Tripoli based at the Italian Embassy, is seeking to hire a Junior Trade analyst for a temporary position through the recruitment firm which will be appointed by the end of October 2024.

JUNIOR TRADE ANALYST – PROFILE

JOB DESCRIPTION:

- provide prompt assistance to Italian companies willing to establish and/or strengthen their business ties with Libya companies and vice versa
- organize, coordinate and take part in promotional activities, such as trade shows pavilions, conferences, business trips and advertisement campaigns develop strategies for promoting Italian products and services in Libya
- identify and establish direct contact with Libyan importers, agents, and suppliers interested in relating with Italian counterparts and update the office's marketing database
- use existing market reports on local demand, distribution and trade flows, performing research and in-depth analysis when needed
- update the ITA website with news and information regularly
- manage and supervise budget and accounting reporting; carry out any assigned administrative task required to prepare the ground for the above-mentioned activities (ask for quotations, plan estimated costs, write or edit purchase orders, etc.)
- carry out any other marketing, analysis, promotional, training and administrative activity related to the Trade Analyst profile.

Requirements

- high school diploma or a university degree in economic or marketing area
- proficiency in Arab and English written and spoken.
- skilful use of MS Office (Word, Excel, PowerPoint) internet, email, Google Suite professional appearance and demeanour.
- knowledge of Libyan commercial market
- ability to work in team
- absence of criminal conviction
- goal-oriented work orientation



ITALIAN TRADE AGENCY

ICE - Italian Trade Commission
Trade Promotion Office of the Italian Embassy

- Preferences will be given to candidates with the additional skills and qualifications:
knowledge of the Italian language written and spoken
experience in organization of international trade and fair events
experience in other Trade Promotion Organizations, government and international organizations

To apply, please send your CV to the following address: desktripoli@ice.it
The deadline for the position of Junior Trade analyst – PROFILE is 15th October 2024.

Luigi D'Aprè
Italian Trade Agency
Tripoli, Libya



Italian Trade Agency – Desk Tripoli Office
Trade Promotion Section
of the Italian Embassy

Shara Uahran, 1
Tripoli, Libya
M. 218-911076827

ICE - Agenzia per la promozione all'estero e
l'internazionalizzazione delle imprese italiane

via Liszt 21,
00144 Roma, Italia
www.ice.it