



ITALIAN TRADE AGENCY
ICE - Italian Trade Commission
Trade Promotion Section of the
Consulate General of Italy
Houston Office

POSITION AVAILABLE 15th of June, 2018

Houston, April the 16, 2018

RECRUITING ANNOUNCEMENT

The ICE-Italian Trade Agency (www.ice.gov.it) is the government organization which promotes the internationalization of the Italian companies, in line with the strategies of the Ministry for Economic Development and of the Ministry of Foreign Affairs and International Cooperation. ITA provides information, support and advice to Italian and foreign companies. In addition to its Rome headquarters, ITA operates worldwide from a large network of Trade Promotion Offices linked to Italian embassies and consulates and working closely with local authorities and businesses.

The Italian Trade Agency – Houston Office is the last-born (2016) of the ITA's network in US (after NYC, Miami, Chicago, Atlanta e Los Angeles), with its offices in 1300 Post Oak Blvd, suite 775, 77056 Houston TX (upper floor to the Consulate General).

The candidate must be American citizen or green card holder, both with a regular US working visa as the Agency cannot sponsor visas of any kind.

The knowledge of Italian is strongly recommended

The starting day of the contract will be **June 15th, 2018**

Junior Marketing Officer

- Capability of planning and coordinating trade shows and different promotional events (seminars, workshops, meetings and mission to/from Italy); skills in financial control, budgeting, administration and accounting; capability in market analysis and research projects for different industry sectors; attitude in sourcing and assistance to Italian companies interested in entering the US market, as well as US companies interested in Italian products/companies/investments;
- Bachelor's degree in economics, Business Administration, Engineering or technical subjects. High skills in informatics;
- Previous work's experience (certified by the employer) and other courses taken in Economics, Marketing (certified by the school) or related are welcome;
- Languages required: English, native spoken and written. Italian, fluently spoken and written;

Houston Office (Temporary)
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- Must be able to travel internationally with a valid passport;
- Other skills: ability to work with technical subject matter and translate for a variety of audiences (private, Institutional, etc.). Project management skills coupled with a high attention to detail and superior multi-tasking abilities; good Interpersonal skills.

Please send your resume (European Union Style) and related certification **ONLY BY EMAIL** to houston@ice.it to the attention of Carlo Angelo Bocchi, Trade Commissioner, Italian Trade Agency Houston Office, **before and not after the 4th of May.**

Regards,

A handwritten signature in black ink, appearing to read 'Carlo Angelo Bocchi'.

Carlo Angelo Bocchi
Italian Trade Commissioner