



وزارة الاقتصاد الوطني
Ministry of National Economy



Palestinian Market
Development Programme



وزارة الخارجية
Ministry of Foreign Affairs

Advertisement Commercial Trade Representative

Programme Description

The Palestinian Market Development Programme (PMDP) is funded by UK Department for International Development (DFID) and the European Union (EU) in-cooperation with the Ministry of National Economy and implemented by DAI Europe, with offices in Ramallah and Gaza. The programme has been designed to improve market systems and improve the competitiveness of the Palestinian private sector. PMDP works on strengthening trade and investment linkages as well as linkages with the Palestinian Diaspora to play an active role in the development of the Palestinian economy.

To contribute to the success of PMDP's economic development impact, specifically promoting trade with Palestine and attracting inward investment, and facilitating increased linkages with international markets and Palestinian diaspora, the placement of Commercial Trade and Investment Representatives (CTRs) has been identified as a key support element for success. The CTR programme is implemented in cooperation with the Ministry of Foreign Affairs and the Ministry of National Economy.

We are currently recruiting a long term consultant for the following positions:

Commercial Trade Representative (CTR) in the Russian Federation

The CTR is mainly responsible for the promotion of trade and investment and to create linkages with Palestinian diaspora in Russia. CTR will assist Palestinian private sector to enter/expand their markets in Russia and will work to attract foreign direct investment.

The qualified candidate must be currently residing in Russia, and will be hired through a yearly consulting contract and will be located in the Palestinian Embassy in Moscow.

Key Responsibilities:

- Promoting trade and investment with Palestine
- Providing updated quality information about the market and business opportunities and potential leading sectors in Russia
- Matching the Palestinian enterprises with potential counterparts
- Facilitate B2B meetings between Palestinian enterprises and enterprises from Russia
- Supporting Palestinian enterprises in resolving any problem that arise with partners and private sector organizations in Russia
- Providing information about trade procedures, trade logistics, needed documents and standards to enter Russian market.
- Providing advice to Palestinian exporters on appropriate market entry strategies for the Russian market
- Providing support in promoting and branding Palestine in Russia
- Promoting investment opportunities in Palestine and attract foreign direct investment and Provide updated information about the investment events, etc.
- Collecting information about the market, trends, buying habits, demand, competition etc... in Russian market
- Collecting information on the Palestinian diaspora in Russia
- Networking with the Palestinian diaspora and participating in their events
- Preparing briefing material on market related issues



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Key Skills and Qualifications:

- Minimum of a Bachelor's degree in marketing, business administration, international trade, economics or other related field is required. Master Degree is preferable.
- At least 5 years of professional work experience.
- Excellent knowledge of Russian market is required.
- Experience in marketing and promotion is required.
- Experience in networking and business matching is required.
- Excellent verbal and written communications skill in English.
- Strong communication and interpersonal skills.
- Ability to travel to Palestine is a plus.

Qualified candidates are required to demonstrate in writing their competencies in each of the following core skills

- Marketing and Promotion
- Networking and business matching
- Event management
- Russian market knowledge
- Palestinian market knowledge
- Communication skills

Demonstration of meeting the above skills should include in addition to your CV a written statement highlighting:

- How you meet the requirement
- Previous experience
- Examples of previous work or conducted

APPLICANTS WHO DO NOT SUBMIT THE WRITTEN DEMONSTRATION AS MENTIONED ABOVE WILL NOT BE CONSIDERED.
Please submit your application to hr4@pmdp.ps, noting the position you are applying for in the subject line of the email no later than end of working day of March 5th, 2018.

We thank all applicants for their interest, but regret that only short-listed candidates will be contacted.



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