

## Job Opportunities Commercial Trade Representative

### Programme Description

The Palestinian Market Development Programme (PM DP) 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. PM DP 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 PM DP'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 Kingdom of Saudi Arabia (KSA)

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

The qualified candidate will be hired through a yearly consulting contract and will be located in the Palestinian embassy KSA

### Key Responsibilities:

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



وزارة الإقتصاد الوطني  
Ministry of National Economy



وزارة الخارجية  
Ministry of Foreign Affairs

#### Key Skills and Qualifications:

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

Qualified candidates, residing in KSA, are invited to submit their resumes and cover letters to [hr3@pmdp.ps](mailto:hr3@pmdp.ps), noting the position you are applying for no later than end of working day of March 5<sup>th</sup>, 2018.

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



European Union

