

The Danish Embassy in Mexico is looking for a new high performing senior commercial advisor to join our fantastic team

Position: Senior commercial advisor with focus on energy and environment

Type of employment: Full time (37 hours), permanent employment on a local contract

Starting date: As soon as possible, no later than March 1st 2018

Location: The Embassy of Denmark in Mexico, Polanco, Mexico City

Deadline for application: 12th of January 2018 at 16:00 local time (Mexico).

The Embassy of Denmark in Mexico is hiring a proactive, ambitious and result-oriented commercial senior advisor to assist and support Danish companies in Mexico and Latin America within energy & environment.

About the commercial department and the job

The Commercial Department at the Danish Embassy consists of six high performing colleagues. We are an integrated part of the Danish Trade Council and the Danish Ministry of Foreign Affairs and provide advisory services and support on a consultancy basis to Danish companies at the Mexican market and Mexican companies looking for Danish solutions, products and knowhow. We have a close and strong cooperation with four sector counsellors here at the embassy and the ambassador.

The Commercial Senior Advisor will have an annual income target to meet and will be measured on the quality of the services delivered to the companies and the performance in the team/the department.

The Commercial Department is part of a close regional cooperation among the Danish Embassies in Latin America and the Advisor will be born member of our regional sector team for Energy & Environment.

Main Tasks and Responsibilities

Your job will be all about assisting and supporting Danish companies to be successful on the market in Mexico and Latin America and supporting Mexican companies interested in Danish products and knowhow.

To achieve this goal you will engage in a number of commercial and Global Public Affairs activities. Your tasks will include the following:

- Identifying concrete business opportunities in Mexico for Danish companies, drawing upon your knowledge and network within the Energy & Environment Sector.
- In coordination with your colleagues in the Latin American Energy & Environment Team, to identify and engage in dialogue with Danish companies in the sector, supporting them to better understand and to take advantage of the business opportunities in Mexico and in other Latin American markets

- Stakeholder management with the relevant Mexican authorities and private organizations on behalf of the Danish companies. Develop and facilitate high-level stakeholder events.
- Develop, arrange and participate in sales- and partner-visits in Mexico on behalf of Danish companies from the Energy & Environment Sector, developing market opportunities in the country.
- Contribute to the Embassy's social media platforms in relation to the commercial activities.

About You

You have a strong interest in facilitating the successful presence on the Mexican market of Danish companies. Furthermore, you should have:

- A relevant university degree.
- Minimum 5 years of relevant work experience, preferable from working in a Danish company/organization.
- Experience within sales, purchase and/or consultancy.
- Strong proficiency in English, both spoken and written (Danish is a plus).
- Strong proficiency in Spanish, both spoken and written.
- High level of energy and focus – a curious mind-set, motivated by acquiring new knowledge.
- An empathetic and ambitious team player with an eager to share and learn from colleagues.
- The ability to listen to, understand and underpin the specific business needs from the Danish companies in a Latin American setting.
- Interest in/willingness to travel up to 2 – 3 times per year to Denmark or Latin America
- Have a solid network within the E&E sector and a strong understanding of the sector.

We Offer

The Embassy offers a full time senior position in an international work environment with “Danish values”.

- An open office environment with a great, motivated and high performing group of colleagues at the Embassy in Mexico and at the Danish Embassies in Latin America.
- We value great emphasis on delegation of tasks and responsibilities, openness, independence, flexibility, transparency and a minimum of hierarchy.
- You will have great possibilities for developing your competences in an international setting.
- The workweek will be 37 hours, salary will be based on qualifications.
- Five weeks of vacation, a medical care and for you to be part of an attractive bonus system.

Contract will be in accordance with standards for The Danish Foreign Service and Mexican Labour Law.

The Ministry of Foreign Affairs & the Trade Council of Denmark value diversity and equal opportunities for all and welcome applications from all qualified candidates regardless of race, sex, religion, age or disability.

Application and Recruitment Process

We require the following documents:

- Cover letter/motivational letter: your motivation and how you see yourself adding value to the position (in English)
- CV (in English).
- Documentation of relevant education.
- Recommendations and 2 – 3 references.
- It is expected that the candidate for the job has applied for a permission to work in Mexico before accessing the position. The Embassy will assist with the documents related to the position.

Please submit your application with the relevant supporting documents to mexamb@um.dk cc jacgre@um.dk marked "Application: Commercial Senior Advisor (E&E)".

Deadline is the 12th of January at 16:00 local time (Mexico). Selected candidates will be invited for interviews, which is expected to take place 15-19 January 2018.

Final candidates will have to pass security clearance by the Danish authorities.

Additional information

For additional information about the position, please feel free to contact Deputy Head of Mission and head of the commercial department, Jacob Green jacgre@um.dk

Please also consult our websites www.mexico.um.dk and www.um.dk/en/tradecouncil/

Embassy of Denmark, Mexico City

Phone +52 (55) 5255 3405

E-mail: mexamb@um.dk