



**MINISTRY OF FOREIGN AFFAIRS
OF DENMARK**
The Trade Council



TRADE ADVISOR POSITION

GREENBUILD & URBAN SOLUTIONS

TRADE ADVISOR – GREENBUILD & URBAN SOLUTIONS

TC TORONTO IS HIRING A FULL-TIME EMPLOYEE TO JOIN ITS NORTH AMERICAN GREEN BUILD & URBAN SOLUTIONS TEAM.

Are you a self-starter? Do you have a strong understanding of strategic business development? Are you analytic and know what to look for when researching market opportunities? Do you have experience from our knowledge about urban development trends and the construction industry within North America? Do you have a working knowledge of district heating and district cooling?

Then you could be who we are looking for to join our team for Green Build & Urban Solutions.

The Team supports Danish Companies within a broad range of specializations including master planning and large-scale urban development projects, world-class architecture and the construction supply-chain, including but not limited to green building technologies, materials, utilities, and architecture, entering or accelerating its involvement in the North American market.

RESPONSIBILITIES AND TASKS

The Trade Council is looking for a Trade Advisor who is interested in urban development, architecture, construction, and innovative green-building technology. The successful candidate will be based in Toronto and work predominately with a team out of Toronto, New York, and Washington, with travels to Denmark.

Projects include various business development and trade promotion activities related to construction, district heating, architecture, building materials, and technology. You may also be asked to participate in Trade Council wide initiatives involving delegations or special projects. This will require research, analytical, consultation/liaison and communications skills in support of projects with Danish clients.

The role is based on an overall sales target of billable-time to clients. Work may range from consulting with Danish companies who wish to enter the Canadian/US market, including the introduction of new products and services to supporting bilateral city-building initiatives. Much of this work involves navigating the Canadian / US construction and real estate development sectors on behalf of Danish clients to advise on-, develop-, and implement market strategies and strategic alliances.

You will report to colleagues in Toronto and Washington

DESIRED SKILLS AND EXPERIENCE

- Team player and strong interpersonal skills
- Self-driven, proactive, eager and able to work well independently
- Knowledge of district heating and district cooling is an asset
- Excellent written and oral communications skills in English including experience writing market reports, briefing notes and drafting presentations. Knowledge of the Danish language is an asset
- Work experience within the sector; technical or commercial market knowledge preferred
- Technical knowledge of district heating will be an asset
- Experience in business development or sales are considered an asset
- Strong working knowledge of Microsoft Word, Excel, Outlook and PowerPoint
- As an office, we are measured by activities, customer satisfaction, and value creation. Value creation is at the top of our minds. As a consequence we also expect you to be service minded and flexible
- Advanced degree in a relevant discipline such as business, engineering, architecture, real estate or urban planning required
- Strong network in North America or Denmark is considered an asset

OTHER CONSIDERATIONS

- Existing permit to work in Canada preferred
- Moderate travel required

ABOUT US

The Trade Council (TC) is the governmental export and investment promotion organization under the Ministry of Foreign Affairs of Denmark. TC comprises all governmental activities designed to promote Danish export and foreign investment in Denmark under one roof. The Trade Council of Denmark in North America (TC North America) has offices in Chicago, New York, Houston, Washington DC, Silicon Valley, and Toronto.

Our Toronto office (TC Toronto) is located in downtown Toronto. We are a team of ambitious and fun Canadian and Danish employees, each with a different sector focus; Green Build and Urban Solutions, Energy, Health Care, Design, ICT, Defense, and Agribusiness.

We act as consultants supporting Danish companies in a variety of activities ranging from developing market analysis, entry strategies and corporate establishment to business development, PR-activities, recruiting and sales efforts.

The Danish companies – often small and medium-sized companies - rely heavily on the valuable knowledge, guidance, and support that we provide them.

We have an informal and highly energetic work environment where we continuously strive to empower and support each other; working smarter and having fun while achieving our objectives. TC Toronto shares office facilities with the Swedish and Norwegian Trade Councils which gives us an inspiring work environment and also generates a number of joint Nordic events. We are in a total of 25 people working in our joint office – 9 are working for the Danish Trade Council and the Danish Consulate General.

Applicants should send a resume and motivated application by end of the day, **September 25, 2018. Applicants can expect to be contacted within a week from the application deadline. Applications should be sent to **yyzhkt@um.dk**. Any questions may be addressed to the same email. The position is available starting December 2018, dependent on security clearance.**

