

Pakistan Mission to Belgium, Luxembourg & EU is seeking a Trade Development Officer (TDO) in the Commercial Wing with the following requirements:

S. No.	Name of post	Requirements
1.	Trade Development Officer (TDO)	<ul style="list-style-type: none">• Belgian/EU national• University graduate• English, French (Dutch added qualification)• Three (03) years work experience (preferably in trade related matters or organization)• Microsoft Office skills• Good Interpersonal and Research Skills• Good Drafting Skills

Duties and functions include

- To carry out all type of market analysis of commodities transacted in the host country
- To indicate potential areas of export promotion of Pakistani products
- To contact importers and arrange their visits for investment and imports or any other economic activity concerning Pakistan
- Proficient in Computer work
- To recommend / arrange business fairs, exhibitions of Pakistani products in the host country
- To arrange participation of reputable business companies and importers in exhibitions scheduled in Pakistan
- Good understanding of EU trade related regulations including GSP
- Translate the material from Dutch/French to English
- Internet search/research skill
- Any other duty, assigned from time to time

Interested candidates who meet the above requirements and are willing to start the job with immediate effect may send their CV and motivation letter via email to ca@pakistanembassy.be latest by **July 1, 2022**.