

Job Title: INTERN, Market Entry Department

Location: Hybrid

Job Type: Fulltime / 6-month internship

Job Overview

We are seeking a dynamic, enthusiastic, resourceful and detail-oriented Intern to join our Market Entry team. This internship offers a unique opportunity to learn about and contribute to strategies that enable businesses to successfully enter new markets. As an Intern, you will assist with research, business matchmaking, database management, strategy development, trade facilitation, and stakeholder engagement.

This role is ideal for candidates with a passion for international trade and development.

Key Responsibilities

- **Market Research:** Assist identifying opportunities, challenges, and key players in specific industries and regions.
 - **Client Support:** Provide support in gathering relevant market intelligence and preparing presentations or reports tailored to client's needs.
 - **Stakeholder Engagement:** Provide support in coordinating meetings, calls, and correspondence with potential partners, government agencies, and key stakeholders.
 - **Collaboration with Cross-Functional Teams:** Work closely with internal teams to ensure alignment, and smooth execution of projects.
 - **Documentation:** Provide support in the preparation of detailed reports, client briefings, and post-activity reviews to evaluate market entry initiatives.
 - **Event/Market Visit Assistance:** Support market visit, trade missions, networking events, and B2B meetings.
 - **Database Management:** Provide support in maintaining databases of industry contacts, market data, and relevant stakeholders.
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Qualifications

- **Education:** Degree in Business Administration, Economics, International Business, International Relations, Marketing, or a related field.
- **Experience:** Previous exposure to market research, international trade & development and related roles is an advantage. Willingness to learn is key.
- **Skills:**

- Strong analytical and organizational skills.
 - Excellent verbal and written communication abilities.
 - Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint) and market research tools.
 - Knowledge of CRM or project management tools/software (e.g., ClickUp, Salesforce, Zoho, HubSpot etc.) is an asset.
- **Languages:** Fluency in English required; any additional language is a plus.
 - **Cultural Awareness:** Ability to work effectively with diverse teams and international clients.
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Personal Attributes

- Proactive and resourceful with a strong sense of initiative.
 - Quick learner with a keen interest in international trade and development.
 - Flexible and able to adapt to evolving priorities and tasks.
 - Strong problem-solving abilities and team-oriented with excellent interpersonal skills.
 - Attention to detail and ability to deliver high-quality work under minimal supervision.
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Benefits

- Internship allowance.
 - HMO and pension.
 - 2 days work from home.
 - Opportunity to work in a supportive and conducive environment with amazing people.
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This internship will provide hands-on experience and a strong foundation in international trade and development, offering practical insights and opportunities to contribute to impactful projects. It serves as an excellent stepping stone for a career in international trade and development.