

AUTOMOTIVE INTERNATIONAL BUSINESS SPECIALIST VACANCY

UK Trade & Investment (UKTI) is seeking a business secondee to undertake a 12-month secondment to the Advanced Engineering Team as an Automotive International Business Specialist (IBS). The secondment starting date will be subject to negotiation with the successful candidate but we hope that a person can start as soon as possible. The secondee will report to UKTI's Advanced Engineering Sector team located in Glasgow but will have the opportunity to work from an agreed base elsewhere in the UK.

Although primarily involved in UKTI's work aimed at helping UK based companies' international activities the secondee will work closely with the organisation's inward investment teams from time to time.

UK TRADE & INVESTMENT

UK Trade & Investment is the government organisation that helps UK-based companies succeed in the global economy and assists overseas companies to bring their high quality investment to the UK.

WHAT'S IN IT FOR YOU AND YOUR COMPANY

- Opportunity to contribute to the development of the automotive strand of UKTI's international advanced engineering strategy.
- Develop understanding of key geographical markets.
- Opportunity to develop closer links to UK Government.
- Understanding of how UK Trade & Investment operations work overseas.
- Developmental opportunity for the secondee.

THE SECONDMENT

KEY OBJECTIVES OF THE SECONDMENT

- Drawing on private sector experience the candidate will provide strategic insight into the key drivers shaping the capacity and capability of UK automotive companies to do international trade.
- To identify opportunities internationally, with a focus on the developing markets of Brazil, Russia, India and China, and to match these to UK capabilities.
- To advise UK companies of business opportunities and how to do business in key markets.
- To help UK automotive companies identify and develop international business partnerships and alliances.
- To build and develop relationships with key automotive stakeholders in the UK and overseas.
- To contribute to the marketing of the UK as a location to do business.
- To assist in the planning and implementation of UK Trade & Investment projects and events.

THE CANDIDATE

Candidates should be able to demonstrate the following competences and experience:

- To have sufficiently strong technical knowledge to act as an effective interlocutor with UK automotive companies and their capabilities.
- Experience of working in an international business development role within a UK-based advanced engineering company.
- Ability to think strategically and help UK companies formulate business development plans.
- Strong networking skills and the ability to engage and be credible in dealings with stakeholders in both the public and private sectors at a senior level.
- The ability and willingness to operate independently and act on their own initiative.
- Highly effective communication and influencing skills.
- Experience of working with UK Government would be desirable but not essential.

SECONDMENT CONDITIONS

- Secondees are contracted to one of UK Trade & Investment's parent departments, the Department for Business, Enterprise & Regulatory Reform (BERR). An inward secondment is an arrangement whereby a company employee works in UK Trade & Investment under contract to BERR for an agreed temporary period, with the intention of returning to their parent company. The secondee would remain an employee of their company, i.e. their permanent employer.
- Before moving to contract, UKTI would need to ensure the following: that the secondee is fully employed by their company, i.e. on the company payroll and that the secondee can be released from their company.
- Confirmation from your employer that they will continue to pay part of the secondees salary and associated costs, including national insurance contributions, for the duration of the secondment. UKTI's contribution towards salary costs during the secondment will be subject to negotiation.
- The secondee would work for the UKTI Advanced Engineering Team for the duration of their secondment. Under no circumstances would the secondee be allowed to undertake work for their company or present themselves as representatives of their company.
- It is vital there are no actual or potential, real or perceived conflicts of interest arising from an inward secondment. Such circumstances include work in which the secondee's company might have an interest, partnerships and directorships and shareholdings and dealing.

HOW TO APPLY

Applications should comprise a 1-2 page (maximum) covering letter summarising how the applicant would meet the objectives of the secondment, how they would add value to the position and their fit with competence/ experience requirements. Applications should be accompanied by a copy of the applicant's CV and brief background information on the applicant's company.

Applications should be submitted **by email** to Neil Semple (email: neil.semple@ukti.gsi.gov.uk.) by Friday, 19 June 2009.

MORE INFORMATION

For more information on this opportunity please contact:

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UK Trade & Investment
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