

EEAS

NOTICE OF VACANCIES

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**Vacant posts for job profile “Political analysis and reporting” /
Postes vacants pour le profil d’emploi «Analyse Politique et reporting»**

Delegation	N° post SYSPER2	Delegation section	Comments
UAE, Abu Dhabi	217864	Political	Libre à partir de /Vacant as of 01.06.2016

END/SNE DEL ABU DHABI – JOB DESCRIPTION

Job Framework

Job Title: END/SNE – Economic & Trade issues

Job Location: Delegation of the European Union to the United Arab Emirates, Abu Dhabi

Job Number:

Area of activity: Political, Press and Information Section / Economic & Trade issues

Category: AD

Duration of secondment: 2 years (extension possible up to 4 years)

Job Content

Overall purpose: monitor and contribute to

- Monitor, report on and contribute to policy development in trade, economic and business affairs, under the direct supervision of the Head of Section and Head of Delegation (HoD).
- Assist the Head of Political, Press and Information Section in co-ordinating the sub-section's activities, where required. The assignment will have to be conducted in close coordination with the Trade official posted in the EU Delegation in Riyadh.

Functions and Duties:

To provide expertise in the following indicative domains (that will be further defined by the Head of Delegation / HoD and the Head of Section):

- **Monitoring & Reporting regularly and timely to Head of section, HoD and HQ** (including early warnings, specific requests, info flashes and "think pieces") on the country's :
 - **Trade issues:** main positions of the UAE on negotiations at multilateral (WTO and other forums), regional or bilateral level; on its stances in regional integration initiatives, relations with main trading partners; priority bilateral economic, trade and investment issues in all relevant sectors, access by EU exporters to the country's market, etc.
 - **Economic and financial situation :** policy, forecasts, relations with international financial institutions, reform, , management of public finances, economy of development at the regional or national level, statistics, competition, (post) privatisation, industry, craft industry, services (including banking, aviation, tourism), etc.
 - **Private sector:** business environment, legal and institutional framework; financial sector, banking & insurance, access to credit; support for the small and medium-sized enterprises, professional and co-operative associations; investment and export promotion, etc.
- **Analysis & Advice:** contribute to prepare briefings and visits; contribute to advice on coherence between the Commission's trade policies and other external policy activities in the UAE; comment and analyse UAE energy policy, on development of oil and gas industry and diversification efforts.
- **Networking:** maintain effective contacts with economics & trade counsellors of the EU Member States and other main local and national stake holders; Monitor activities supported by other actors; Develop close contacts with the Ministries in charge of Economics, Finance and Trade and other ministries of economic significance, with Central Bank, other closely related Institutions (statistics),. Equally maintain and develop contacts with relevant stakeholders in the most important Emirates and their regional organisations, as well as with EU business councils and local business chambers, etc. Advise, prepare, and help in organising missions from headquarters on economic and trade related issues to the UAE, prepare topical briefs and report on the outcome, as well as ensuring follow up.

- Presentation, information and communication: Where mandated to do so by and under the HoS and/or the HoD supervision, in close coordination with the TRADE official posted in the EU Delegation in Riyadh, contribute to explain, specify, defend the Commission positions on trade policy, EU economic and monetary policies to domestic audience, particularly press, business and academics; participate in negotiation meetings, as speaker in conferences on trade and economic matters, contribute to the Press and Information activities of the Delegation about the EU position in all trade and WTO matters and in all economic areas;

Job Requirements

Education and Training: University diploma in Economy / Business Administration / Trade / Finances or any other related issue (or equivalent professional experience)

Knowledge and Experience: Professional experience of at least 3 years in the areas of economics, macro-economics and trade related matters (EU and/or WTO) at institutional level, analysis and reporting; experience in third countries (Embassy, Delegation, International organization, NGO, etc.); Knowledge of EU institutions, related decisional processes, EMU, EU external action and related policies; of geographic area in question and relevant regional integration processes.

Skills

Linguistic skills: Thorough knowledge (capacity to write and speak) in English is required. EN and working knowledge of FR are required to work with Commission HQ. Knowledge of Arabic is an advantage.

Intellectual skills: Solid analytical capability as well as drafting and reporting skills; Capacity to work and communicate under time constraints in an international diplomatic and multilingual environment; Ability to adapt quickly to new situations and deal with new challenges; Dynamic, motivated and flexible personality; Computer proficiency.

Interpersonal skills: Teamwork. Coordination and communication skills.

Personal Qualities

Dynamic. Motivated and flexible personality. To adapt quickly to new situations and deal with new challenges.