



## ITA DUBAI JOB ANNOUNCEMENT

### FOREIGN DIRECT INVESTMENT SPECIALIST for ITALIAN FDI DESK

#### The Italian Trade Agency

The Italian Trade Agency ("ITA") is a Governmental entity which promotes the internationalization of the Italian companies, in line with the strategies of the Ministry of Foreign Affairs and International Cooperation. ITA provides information, support and advice to Italian and foreign companies.

In addition to its headquarters in Rome, ITA operates worldwide through a large network of Trade Agency Offices linked to Italian Embassies and Consulates, working closely with local authorities and businesses. ITA provides a wide range of services overseas helping Italian and foreign businesses to connect with each other, as well as attracting Foreign Direct Investments to Italy.

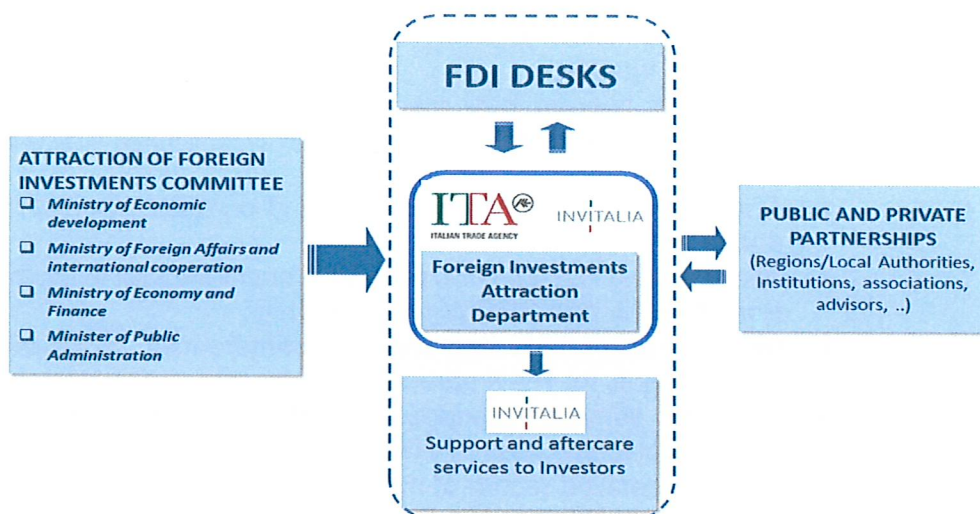
Through its Foreign Direct Investment Unit, ITA facilitates the establishment and the development of foreign companies in Italy by:

- promoting investment opportunities;
- helping foreign investors to establish or expand their operations;
- supporting investors throughout the investment life cycle;
- offering high-level tutoring services for existing strategic investments.

#### ITA FDI organizational structure

The **FDI Unit** is structured with a Coordination Department in Rome and 7 Desks located in strategic markets selected accordingly to inputs from the Board of Directors. Specifically, the FDI Desks operate in the following cities:

- LONDON
- BEIJING
- DUBAI
- ISTANBUL
- TOKYO
- SAN FRANCISCO
- NEW YORK



#### 1. Job description

The Italian Trade Agency Dubai Office (ITA) is currently seeking for a Foreign Direct Investment Specialist for the FDI Desk.

The purpose of the role will be to support UAE and GCC countries direct investment in Italy, as well as to strengthen awareness of Italian economy and regulatory environment.

The ideal candidate will have a consolidated background within the investment framework (with specific competences and experiences in real estate investment and development, investment banking, private equity and venture capital, managing consultancy, investment promotion agency, or in a similar role in the private or public sector), knowledge in strategic and operational support activities for attracting foreign investors, and with a consistent and proven professional experience both in the UAE and in Italy. The candidate will also have deep understanding of global FDIs, as well as of the UAE/GCC countries and Italy economic and industrial framework.

### **Key tasks**

- Identify, contact and engage with the appropriate leads and projects in order to secure links with established companies, potentially interested in greenfield, brownfield/expansion in Italy of already existing investments, mergers and acquisitions, real estate investments, etc.
- Identify and qualify leads through email, partner referrals and other appropriate means such as networking and events, and identify new prospects through marketing intelligence, market analysis, with reference to the targeted industry sectors;
- Build and manage contacts with potential and existing investors through meetings, telephone calls and emails or other means of communication to be determined by ITA;
- Have a methodical approach to lead generation to ensure that leads are followed up in timely manner and relationships are nurtured and maintained with any potential investors;
- Enhance and develop a full range of relations with local entrepreneurs, top corporate officers, highly qualified professionals specialized in FDI strategies, and any other influential subject able to generate prospects and leads;
- Promote and invite investors to industry-specific events in Italy and organize relevant business trips;
- Ensure to follow up and preserve existing relationship and maintaining the undertaken aftercare activities, monitor investors' activities in Italy and maintaining relationships;
- Work closely and collaboratively with ITA office in Dubai, ITA FDI Office in Rome headquarters, Embassies of Italy and Italian Consulates and with local authorities and businesses;
- Serve and assist any enquiry from Italian companies relating to 'foreign investors research' service;
- Implement specific local marketing plans including activities such as in-market event planning, supporting ITA's partner events, PR initiatives, brochures, use of social media etc.;
- Conduct meetings with companies and organizations both in UAE and GCC countries and in Italy;
- Assist visiting ITA staff or partners on business trips to promote inward direct investment from the UAE and GCC countries to Italy;
- Identify, recommend and manage conferences, seminars, exhibitions and speaking engagements for ITA's participation
- Organize seminars, receptions and other promotional events according with the activities plan provided by ITA;
- Maintain detailed record of meeting notes to be shared periodically with the Investment Coordination Office in ITA Rome;
- Develop and maintain the ongoing DB with companies' contacts information as result of meetings, workshop or other networking activities;
- Submit a structured quarterly report and a bi-weekly update to ITA Head Office and submit a final annual report.

## **2. Role Requirements**

### **2.1. Mandatory requirements:**

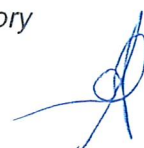
- 2.1.1. Master's Degree in Finance, Economics, other degrees relevant for the assignment and/or MBA and additionally continuing professional education in investment management (real estate, private equity, venture capital), business management, strategy and execution, effective problem solving and innovative industries/start-ups;
- 2.1.2. Valid visa and tax residency in the UAE for the past 2 years at the time of the application;
- 2.1.3. Minimum 10 years work experience in UAE (further in any other GCC country will be considered as a plus) in the same or similar position;
- 2.1.4. At least 7+ years of experience in the following: real estate investment and development, top-tier consulting, private equity and venture capital, or in a similar role in the private or public sector. More seniority will be considered as a plus; and
- 2.1.5. Proficient in English and Italian;

**Candidates lacking all the above-mentioned requirements will not be considered.**

### **2.2. Additional requirements**

- 2.2.1. Depth understanding of global FDIs and specifically in investment strategies, programs, trends of relevant institutional and private investors of the UAE and GCC countries;
- 2.2.2. Deep knowledge of the industrial and economic framework of Italy and UAE/GCC countries;
- 2.2.3. Ability to appropriately submit, present and outline key elements of traction of investment opportunities originated in Italy (brownfield, greenfield, real estate, M&A, PE and VC).
- 2.2.4. At least 2 qualified references from prior employers and track record of transactions successfully originated, managed and executed;
- 2.2.5. Outstanding communication skills, meticulous work ethic with attention to detail;
- 2.2.6. Able to adhere to ITA Agency strategy which requires excellent interpersonal, communication and influencing skills to professionally deal and interact with senior-level officials within Governmental institutions and non-governmental organizations in the UAE and GCC and with Italian Governmental institutions, companies, associations, etc.
- 2.2.7. Able to evaluate, analyse and compile investment-related support documentations (i.e.: information/offering memorandum, executive summary, pitch deck)
- 2.2.8. Perfect knowledge of the main specialized databases for professionals in the field (i.e. Pitchbook, Capital IQ, FDI Markets and Pipe Drive);
- 2.2.9. Be open to regional/international travel as per role requirement;

*Selection will be undertaken only for valid candidates meeting the mandatory requirements (point 2.1.).*



### 3. Requested documents to be presented for the selection:

Detailed CV in English highlighting possession of the requirements. Proof of stated skills and experience might be requested.

The following documents shall accompany the curriculum vitae:

1. Motivation letter;
2. Valid Emirates ID (copy);
3. Valid Emirates Visa (copy);
4. University or master's degree (copy);
5. Qualified references from prior employers.

### 4. Selection procedure

Candidates with valid CVs/documentation and possessing the requirements will be invited by the executive recruitment company: Michael Page International UAE, for:

- A) English conversation (with Michael Page) - The object of the interview will be to verify the possession of *Role requirements* listed at point 2.

Successfully candidates, pre-selected by Michael Page (see point 5), will be invited for second phase interview with ITA Commission for:

- B) Conversation with ITA – The object of the interview will be related to the job description, professional experiences, skills of the candidate, ITA activities and other economic matters related to FDI attraction subject;

### 5. Minimum Score and final ranking

The tests set forth in point 4 will be evaluated on a scale from 1 to 10 each test <sup>1</sup>.

Candidates need to get a minimum score of 6/10 in test A) to be admitted to test B) and to the final ranking.

Final ranking will be the sum of the two tests (A and B).

### 6. Commencement of activities

To the successful candidate (first position in the final ranking) will be offered to enter into a one-year limited term employment contract with ITA Dubai.

Such a contract may be renewed by ITA Dubai for a successive term of one-year, subject to:

- i) the availability of a dedicated budget;
- ii) the approval of Italian Ministry of Foreign Affairs and International Cooperation and of the Italian Trade Agency; and
- iii) a positive verification of the objectives/targets achieved at the end of the first 12 months.

**There will be no tacit renewal of the contract.**

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(\*) On a 1-10 scale:

01 – very poor

02 – poor

03 – below average, with more than a few distracting problems

04 – below average, a few distracting problems

05 – average

06 – good, noticeable problems but not distracting

06 – good, noticeable problems

07 – very good, with more minor or a few major problems

08 – very good, only a few minor problems

09 – excellent, no distractions

10 – exceptional, professional level

Contract's validity is subject to Italian Ministry of Foreign Affairs and International Cooperation mandatory counter signature.

Applicable law will be the UAE Labor Law.

The successful candidate (first position in the final ranking) will be required to submit all the necessary documents and to be available for service on the date requested by ITA Dubai (tentative: by October 2020);

Else the next candidate in the ranking will be summoned.

## **7. Salary**

The basic salary will be 10.000,00 euro (or its equivalent in AED) per month.

In case of achievement of the targets that will be specified in the contract, an additional bonus might be assigned.

## **8. Candidature submission:**

Candidates must submit the documents required at point 2.1 and other relevant ones **only by email** to:

**Micahel Page**  
**k.a. Wanchoo Ananya**  
[wanchooananya@michaelpage.ae](mailto:wanchooananya@michaelpage.ae)

**deadline:** by **Monday, 17<sup>th</sup> of August 2020, 1:00 pm** (Dubai time)

## **IMPORTANT NOTICES**

*This selection could be suspended and/or cancelled at any moment and for any reason by the Italian Trade Agency in Dubai at its full discretion, without generating any moral or legal commitment towards the candidates, including those fully meeting the job requirements.*

*ITA does not discriminate on the grounds of age, sex, sexual orientation, marital status, disability, color, race, religion or country of origin in the application of its employment policies, including but not limited to recruitment, training and promotion.*

*Providing every requirement of education, skill, technical qualifications and experience are met, the criterion for selection will be ability to perform the job under the specified conditions of service. All personnel will be given equal opportunity, based on performances and competencies.*

*This selection may be suspended and/or cancelled at any moment and for any reason by the Italian Trade Agency in Dubai at its full discretion, without generating any moral or legal commitment towards the candidates, including those fully meeting the job requirements.*

*ITA will acknowledge receipt of all applications but only candidates selected for the tests will be contacted.*

Dubai, August 2<sup>nd</sup> 2020

Amedeo Scarpa

  
Italian Trade Commissioner to the UAE  
ICE/ITA Dubai Office Director

