



**ITALIAN TRADE AGENCY**  
**ICE - Italian Trade Commission**  
**Houston Office**

**POSITION IMMEDIATELY AVAILABLE**

**Houston, April the 3rd, 2018**

**RECRUITING ANNOUNCEMENT**

The ICE-Italian Trade Agency ([www.ice.gov.it](http://www.ice.gov.it)) is the government organization which promotes the internationalization of the Italian companies, in line with the strategies of the Ministry for Economic Development and of the Ministry of Foreign Affairs and International Cooperation. ITA provides information, support and advice to Italian and foreign companies. In addition to its Rome headquarters, ITA operates worldwide from a large network of Trade Promotion Offices linked to Italian embassies and consulates and working closely with local authorities and businesses.

The Italian Trade Agency – Houston Office is the last-born (2016) of the ITA's network in US (after NYC, Miami, Chicago, Atlanta e Los Angeles), with its offices in 1300 Post Oak Blvd, suite 775, 77056 Houston TX (upper floor to the Consulate General)

**The candidate must be American citizen or green card holder, both with a regular US working visa as the Agency cannot sponsor visas of any kind.**

**The knowledge of Italian well spoken and written is mandatory.**

**Accounting Officer**

- Good skills in financial control, budgeting, administration and accounting proven by:

previous work's experience (to be certified by the employer) and other courses related to accounting/administration (certified by the school)

or bachelor's degree in economics and/or Business Administration and/or Accounting

or CPA's / auditors experience.

- Good skills in informatics.

- Languages required: together with Italian as above, English (proficient/native spoken)

-Other skills:

**Houston Office**  
1300 Post Oak Blvd., Suite 775  
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Ability to work with technical subject matter and translate to/for a variety of audiences (private, Institutional, etc.).

Project management skills coupled with a good attention to detail and multi-tasking abilities.

Good interpersonal skills.

**Please send your resume (EU's style) and related certifications ONLY BY EMAIL to [houston@ice.it](mailto:houston@ice.it) before and not after **the 23rd of April, 2018.****

Regards,

A handwritten signature in black ink, appearing to read 'Carlo Bocchi'.

Carlo Angelo Bocchi  
Italian Trade Commissioner