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## **International Trade Advisor**

### **(Contract Position – Sydney CBD)**

Established in 2002 in Sydney, Foley & Associates Pty Ltd (F&A) is a small private international trade and investment attraction consultancy. The company's primary role is to assist international organizations to do business in Australia and New Zealand. Through our network of overseas partners we also assist Australian and New Zealand organizations with their international expansion plans.

F&A wishes to hire an **International Trade Advisor** for an initial period of ~5 months but may extend to a longer term role. Successful applicants will be required to:

- a) assist international organizations, across a range of industry sectors, to gain a better understanding of opportunities in Australia & New Zealand for their products/services;
- b) identify and pre-qualify in-country partners for our overseas clients;
- c) provide on the ground support for inbound group trade delegations and independent company visit programs to this region.

#### ***Specific Duties:***

- ✓ Respond to enquiries from international organizations wishing to commence or expand their international marketing activities in this region;
- ✓ Complete partner searches, market viability studies, competitor analysis and market entry strategies;
- ✓ Assist with the co-ordination of inbound trade missions through completing advance market research, pre-qualifying business contacts, and assisting with in-country market briefings, appointment scheduling and logistics;
- ✓ Prepare content for monthly reports on projects completed.

#### ***Selection Criteria:***

- I. Experienced working in an international trade advisory role possibly with a private sector organization and/or with the Australian office of one of the overseas government trade support offices already present in this territory;
- II. Strong understanding of the opportunities available, and the challenges, for international companies wishing to do business in this territory;
- III. Highly developed interpersonal, communication and negotiation skills;
- IV. Strong project management and organizational skills and an ability to work independently to deliver client projects.

**Contact: Angela Foley in Sydney on 0419 277922 or [angela@foley.net.au](mailto:angela@foley.net.au)**