



BUSINESS DEVELOPMENT MANAGER (M/F/D), (JUNIOR POSITION, INCLUDES ADMINISTRATIVE DUTIES)

Description:

European-wide location marketing and export promotion for the State of Iowa. Activities involve: Desk research to identify leads/target companies, direct mailing and telephone campaigns, market research to identify potential customers and provide market intelligence for Iowa companies, data entry, visits to marketing events and trade shows, customer presentations, general office work.

Requirements:

- **1-3 years work experience**
- **Bachelor degree;** experience in Europe wide market research, telemarketing, marketing, trade and /or foreign direct investment promotion, PR
- **Fluent German and English a must; fluency in either French, Italian, or Spanish required**
- Good computer application skills –MS Office: Word, Excel, Powerpoint; previous experience in office work welcome; social media experience
- knowledge of relevant trade and industry structures in a number of European countries: life sciences/biotechnology, advanced manufacturing, agricultural equipment, food processing
- good communication and interpersonal skills; reliable; good presentation skills
- occasional European wide travel may be required
- able to work flexible hours
- able to work independently, with little guidance; able to draft letters in both English and German language; ideally in a third Western European language
- **valid European driver's license**
- **Location: Frankfurt am Main, Germany**

We offer: Varied duties in a small team, quick access to independent and responsible tasks.

Please submit complete application, stating your salary expectations as well as earliest possible starting date, to:

iowa@iowa-eu.de

State of Iowa Europe Office, Kleine Hochstr. 8, 60313 Frankfurt/M.