

Project Officer  
Short term contract (6 months)

DEVELOPMENT Solutions

Location: Brussels

DEVELOPMENT Solutions (DS) is a European consultancy serving the international donor and business community in support of sustainable development and investment objectives, primarily in emerging markets. Our services focus on technical support for international trade, energy/environmental policy, SME business internationalisation and professional training/capacity building. DS' capabilities are built on a strong grounding in project design and management, complemented with extensive research, policy analysis, capacity building and network dissemination across public and private networks. Further information regarding our projects and portfolio is available at [www.development-solutions.eu](http://www.development-solutions.eu).

We are currently seeking highly motivated individuals to join our team to manage the operations on a project that looks into **Market Access in Ecuador and the implementation of the EU-Ecuador free trade agreement**. Strong research, analytical, strategic planning and event management skills are required.

Prospective candidates will preferably have 3-5 years' experience in project operations and experience in managing teams. They should have a university degree in public policy, international relations, economic development, or business administration and a strong passion for work in the public sector, addressing issues in themes such as international trade, energy and environment, international development and/or private sector business facilitation. In addition, they should have excellent written and spoken **English and Spanish**.

We greatly value the following qualities in a prospective candidate:

- Reliability, initiative, thoroughness and attention to detail
- Ability to work independently and meet tight deadlines
- Highly motivated, hard-working and ambitious
- Team player with strong coordination and organisational skills
- Strong client servicing skills
- Computer literacy in Microsoft Office suite applications (Word, Excel, PowerPoint)
- Creative, precise, and highly organised writing skills
- High quality research and analytical skills

Applicants for the Brussels office should have the right to live and work in Belgium. Applicants will be contracted under a consultant service agreement. The terms of remuneration will be discussed and agreed with the candidate at the time of interview in line with their experience.

Interested candidates are encouraged to send an application including CV and cover letter by September 12<sup>th</sup>, 2021 to [vacancy@development-solutions.eu](mailto:vacancy@development-solutions.eu)

**Only short-listed candidates will be contacted for interviews.**