



## Project Executive Traineeship

DEVELOPMENT Solutions Europe Ltd.

**Location: Brussels, Belgium (remote work possible)**

DEVELOPMENT Solutions (DS) is a European consultancy serving the international donor and business community in support of sustainable development and investments objectives, primarily in emerging markets and EU strategic partner countries. Our services include technical support for international trade and investment agreements for the public sector and SME business internationalization and professional training/capacity building. DS' capabilities are built on a strong grounding in project design and management, complemented with extensive research, policy analysis and capacity building expertise. Further information regarding our projects and expertise is available at [www.development-solutions.eu](http://www.development-solutions.eu).

DS is currently seeking a highly motivated recent graduate with a can-do attitude to join our project team implementing the EU-funded project [\*Due Diligence Helpdesk on EU Sanctions for EU SMEs dealing with Iran\*](#). The overall objective of this action is to provide information to EU businesses who wish to trade with or invest in Iran, by carrying out due diligence checks on EU restrictive measures compliance for specific business projects. A significant part of the project will involve outreach to relevant stakeholders and business support organizations throughout Europe and organization of high-visibility events, as well as background research on EU restrictive measures (sanctions) against Iran.

Prospective candidates will preferably have a university degree in public policy, international relations, economic development, business administration, or law. They should have a strong passion for work in the public sector, addressing issues in international trade and private sector support. Excellent written and spoken English is required.

The candidate should also possess the following skills/qualities to perform well in this role:

- Reliability, initiative, thoroughness, and attention to detail
- Highly motivated, hard-working, ambitious, and able to adapt to a diverse scope of topics and project requirements
- Excellent communication skills for interactions with project experts and stakeholders
- Demonstrated event and stakeholder management experience
- Ability to work independently and meet tight deadlines; and
- Proficiency in Microsoft Office suite applications (Word, Excel, PowerPoint)

This is a paid position for one year, with the possibility of an extension.

### Application information

Applicants for the position should have the right to live and work in Belgium, DS is not able to sponsor work permits. Remote work is possible upon mutual agreement.

Interested candidates are encouraged to send an application including cover letter and CV to [info@sanctions-helpdesk.eu](mailto:info@sanctions-helpdesk.eu) and cc [alessandra.capriglia@development-solutions.eu](mailto:alessandra.capriglia@development-solutions.eu). Please indicate clearly whether you are currently available for an interview and your current location. Please also use 'Iran Helpdesk Project Executive application' in the subject line. **The deadline for applications is 6 November 2022.** Only short-listed candidates will be contacted for interviews.