

### Basic details of job

Job title: **Economic Advisor (Netherlands Economic Diplomatic Network), Temporary Contract (2 years)**

Unit/mission: Embassy Ankara

Job level: **08**

Number of hours: **37,5**

Starting date: **February/March 2017 (Application deadline 10 February 2017)**

### General features of job

- ❑ The economic advisor is primarily responsible for providing input to policy development and writing (macro) economic and financial and monetary reports and project plans for the economic diplomatic network.
- ❑ The economic advisor is accountable to the Head of the economic cluster Ankara/Head Economy.
- ❑ The annual plan, rules and regulations are applicable.
- ❑ The economic advisor takes decisions about the means of information to be used and the provision of additional information on the background to current regulations, procedures and objectives.

### Duties and result areas

- Based on a thorough knowledge of the Turkish economy and politics he/she, via Head of Economy, provides daily analyses/reports about (macro) economic policies of the Turkish government and other Turkish authorities. These concern developments and prospects of policies of relevant Turkish ministries and authorities, specifically also on budgets, financial and monetary policy, competition, EU accession (customs union), statistics, incentives, labour market, climate policy.
- Develops and maintains an elaborate network within Turkish government, universities, think tanks and other economic knowledge institutes.
- Participates in and reports on briefings of Turkish ministries, EU, OECD, UN, NGOs.
- Makes daily overviews of high lights of economic news in Turkey.
- Prepares speeches/lectures/speaking points for Ambassador, Consul General, Head of Economy and others.
- Contributes to (preparation and reporting of) ministerial and other high level visits (incoming and outgoing).
- Contributes to (preparation and reporting of) (regional) visits of the Ambassador and Head of Economy and others (including interpretation if necessary).
- Identifies, participates in and reports on conferences, fairs, seminars.
- Prepares and organizes regular working business lunches/dinners at the residence.
- Participates on behalf of EA in weekly political department's (PA) meetings and reports on these in EA meetings.

### Working environment

- The Netherlands Embassy in Ankara is a large post with approximately ca. 60 staff members. The Embassy is located in a modern office building with departments for Political, Press and Cultural Affairs, Economy/Agriculture, Visa/Consular Affairs, Internal Affairs, Defense, Police, Interior and Social Affairs. The Embassy has funds for

projects on economic diplomacy, human rights, society, culture and public diplomacy. The network consists furthermore of the Consulate General in Istanbul and the Netherlands Business Support Office (NSBSO) in Izmir.

Describe the composition of the team in which the successful candidate will be working:

- The economic diplomatic network consists of the economic and commercial clusters in Ankara and Istanbul and the NBSO in Izmir and has specialists on a variety of sectors, on investing in the Netherlands and on innovation. The network is coordinated by the Head of Economy in Ankara. Modern diplomacy and flexible working attitudes are promoted.

### **Job requirements, knowledge and skills**

**Level of education:** Academic degree or higher

**Level of experience:** Relevant experience required (minimal 5 years)

Knowledge and areas of experience:

- Academic degree in (macro) economics
- 5-10 year relevant working experience
- Excellent knowledge of EU (institutional, laws and regulations)
- Knowledge of Turkish and Dutch policy frameworks for (international) trade and development
- Knowledge of Turkish (political) economy
- A network in the Turkish economy and its institutions.
- Excellent oral and writing skills in Turkish and English language. Knowledge of Dutch language and (organisational) culture is preferred.

Brief description of the employee:

The employee has an excellent understanding of Turkish politics, economy and society and has a relevant network. He/she is sensitive to NL policy considerations. Is flexible, a team player, takes initiative, happily takes responsibility, is open minded and can work with all types of people. He/she has excellent analytical skills and a good sense of humour.

Necessary competences:

- Integrity
- Analytical
- Initiative
- Result orientation
- Cooperation
- Networking
- Planning and organisation
- Stress resistant

For more information on this vacancy please contact Mr. Jeroen Kelderhuis, Economic and Commercial Counsellor/Head Netherlands Economic Diplomatic Network ([jeroen.kelderhuis@minbuza.nl](mailto:jeroen.kelderhuis@minbuza.nl) tel.: +90-312-4091870)