



GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO  
MINISTRY OF TRADE AND INDUSTRY

# Career Opportunity

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## TRADE SPECIALIST

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### JOB SUMMARY

Highly responsible professional work in the field of trade policy formulation and implementation and analysis and the undertaking of external trade negotiations.

### DUTIES AND RESPONSIBILITIES

- Advises on elements related to the development of a National Export Strategy
- Undertakes a programme of economic research for the purpose of preparing national negotiating briefs for Trinidad and Tobago's participation in multilateral, hemispheric, regional and bilateral negotiations such as the WTO, FTAs, EPAs and the CSME;
- Advises on current regional and international developments and their impact upon the competitiveness of the local economy, industrial development, investment and export promotion policies of government.
- Advises on the measures for Trinidad and Tobago to comply with various trade agreements and recommends re-negotiation of those texts where feasible;
- Advises on measures to improve market access opportunities for exporters of goods and services ;
- Advises on improvements related to the trade enabling environment
- Represents the policy and technical positions of the Ministry at negotiating fora, meetings, etc
- Undertakes research, planning and evaluation exercises relative to achieving overall trade policy and promotion objectives of the Ministry
- Works with the Trade Related Institutions (TRIs) to guide the implementation of trade policy
- Undertakes consultations with stakeholders and also promotes alliances and relationships with stakeholders
- Prepares and implements work programmes, budgets etc.

### KNOWLEDGE, SKILLS AND ABILITIES

- Must possess extensive knowledge of trade policy application and International Trade Agreements.
- Must possess excellent negotiating and communication skills.
- Must possess excellent interpersonal skills.
- Must possess strong analytical skills.
- Must be results and team oriented.
- Must be proficient in Microsoft Office Suite – Word, Excel, Powerpoint.

### MINIMUM EXPERIENCE AND TRAINING

- A Masters Degree in Economics, Business or International Relations, International Trade Policy or any appropriate related discipline.
- Considerable expertise in the conduct of research, negotiations and trade, economic and statistical analysis.
- At least five (5) years experience at a management/supervisory level.

Submit your Curriculum Vitae to:  
The Permanent Secretary, Ministry of Trade and Industry  
Level 11, Nicholas Tower, 63-65 Independence Square, Port-of-Spain  
Attention: Senior Human Resource Officer

Deadline for receipt of applications:

**Monday 1st April 2019, midnight**