

ZUSAMMEN EINE STARKE MANNSCHAFT

Are you interested in German-Romanian economic relations? Do you want to use your knowledge and skills to help shape the economic policy dialogue for the further development of bilateral relations? Are you motivated, communicative, interested in economic policy, and able to quickly grasp new topics to familiarize yourself with new subject areas? Do you think in a networked way, enjoy working in teams, and are seeking new challenges that the AHK Romania offers you in a highly varied, dynamic bilateral business environment.

WE ARE LOOKING FOR YOU AS PUBLIC AFFAIRS SPECIALIST

Your role is to actively support AHK Romania in close and direct cooperation with management in their economic policy work. This includes contributing to the development of economic policy positions in close collaboration with AHK member companies and numerous other stakeholders, as well as managing and further developing the necessary discussion groups and formats. You will help AHK Romania to make a valuable and constructive contribution as the voice of German business in Romania, improving the economic conditions in the country.

Your tasks include:

- Management, support, participation, and further development of the various discussion groups and formats as well as the different economic policy initiatives in which AHK Romania is involved, along with support for the development of background and position papers
- Research and preparation of economic policy information, creation of presentations and documents with the aim and purpose of actively communicating with external stakeholders of AHK Romania, such as representatives from politics, administration, business and media
- Organization and follow-up of events, workshops, meetings, and other event formats.
- Support with the coordination of AHK board activities, maintaining contacts, organizing appointments, and correspondence for management, as well as executing various management projects.

What we expect:

- A completed university degree specializing in law, economics, political science, or communication studies.
- At least 3 years of professional experience, ideally with initial experience in the field of economic policy work
- Looking for very diverse tasks, in which a high level of communication and networked thinking is required
- Good command of English and excellent command of Romanian, both written and spoken, German is a strong advantage
- Practical experience in editorial work (proficiency in writing and editing). Confident use of the MS Office suite
- Ability to work independently and responsibly, a team player, committed and resilient

We offer a performance-based salary within a competent and innovative team, the opportunity to work independently, as well as challenging and diverse responsibilities. You will be able to contribute and implement your own ideas in a modern office environment.

Interested? Then become part of our **#AHKMannschaft** and please send your resume and a cover letter in English to AHK Romania, Attn. Dr. Ilinca Pandeale,

E-Mail: [karriere \(at\) ahkrumaenien.ro](mailto:karriere@ahkrumaenien.ro)

Who are we? AHK Romania is one of the largest bilateral business organizations and serves as the official representative of German business in Romania. As a central player in the development of German-Romanian economic relations, we see ourselves as a dynamic and innovative business community with over 700 member companies, which develop their business based on shared values and make a valuable contribution to the further development of bilateral economic relations. Furthermore, we are a professional service provider, advising our clients on topics such as business development, investment, trainings and continuing education.



AHK

Deutsch-Rumänische
Industrie- und Handelskammer
Camera de Comerț și Industrie
Româno-Germană