

DIPLOMATIC MISSION DEALING WITH EU AFFAIRS IS RECRUITING:

Trade Policy Advisor

About Us:

Our department is responsible for enhancing trade and economic relations with the EU and shaping policies that drive economic growth and innovation bilaterally. We closely monitor trade and regulatory developments in EU institutions, analyze their impact, and actively engage with stakeholders and professional partners across various fields to advance our shared economic interests.

Key Responsibilities:

- Monitor, analyze, and assess the impact of European regulations and trade policies on specific industries and economic sectors;
- Participate in discussions, working groups, and institutional committees covering trade, industry, and EU digital and tech policy affairs;
- Handle inquiries and build relationships with companies, trade associations, and institutions across various commercial sectors;
- Draft strategic position papers, conduct background research, and prepare clear, concise policy notes, presentations, and briefing materials for policymakers;
- Collaborate with international representatives and stakeholders to gather insights and advance shared goals;
- Create content, edit, and contribute to departmental newsletters and digital platforms;
- Coordinate and support incoming and outgoing official delegations.

Ideal Candidate Profile:

- **Education:** A university degree (Master's or advanced degree strongly preferred) in EU affairs, law, economics, public policy, digital policy, or related fields.
- **Experience:** A minimum of 2 years of professional experience in public policy, focusing on trade, economic affairs, and/or EU regulatory affairs (internship experience can account for a maximum of 1 year of experience).

Skills & Knowledge:

- Demonstrated familiarity with EU institutions and their legislative processes
- An extra edge: Background or strong familiarity with EU digital, tech, or innovation policy matters will be considered a strong asset.
- Proven capacity for sound analytical, policy-oriented work and the ability to master complex new topics rapidly.
- Exceptional writing and synthesis skills, with the ability to deliver under tight deadlines.
- Strong interpersonal skills, with the versatility to work both independently and collaboratively in a multicultural environment.
- Languages: Fluency in English (written and spoken). Knowledge of additional official EU languages is an advantage.

What We Offer:

- A collaborative, dynamic, and multicultural work environment located in the heart of Brussels;
- An attractive contract under Belgian law;
- Market-competitive salary package, including a 13th-month salary and Group Insurance;
- Reimbursement of commuting expenses (public transportation);
- Meaningful work at the intersection of diplomacy, international trade, and EU policy.

How to Apply:

Please send your CV and cover letter to:

trade-policy-advisor-2026-10@jobsin.brussels

Successful candidates will be invited for an online interview, standardized tests, and a selection committee interview. Employment is subject to a security clearance.

Deadline for applications: 15.10.2026

Expected starting date: November 2026

Applicants must be eligible to work in Belgium without sponsorship. Only relevant applications will receive a response.