



## **Industrial Cluster Development and Capital Operation Program**

*United Nations Industrial Development Organization*

*Investment & Technology Promotion Office – China (UNIDO-ITPO-CHINA)*

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**UNIDO-ITPO-China Research Fellows** – Six (6) Positions Available

### **Background / General description:**

The United Nations Industrial Development Organization (UNIDO) is a specialized United Nations Agency devoted to helping developing countries pursue sustainable industrial development. It provides tailor-made solutions to modern industrial problems by offering a package of integrated services addressing three key concerns, a competitive economy, sound environment, and productive employment (the '3Es'), at the institutional policy and enterprise levels.

The UNIDO Investment and Technology Promotion Office (UNIDO-ITPO-China) is a field operation office working with regional governments across China to promote industrial development and clean technology, with a strong emphasis on renewable energy. Through our International Cooperation program we work with our partner cities to match local enterprises at different stages of the business lifecycle with industry-specific international professional associations, investors and companies for potential strategic partnership, capacity building and business opportunities. Through our Capital Operation program we facilitate the attraction of international and Chinese investments in local companies.

### **Position Description and Responsibilities:**

UNIDO-ITPO-China has openings for six Research Fellows. Two fellows will be placed in each of the following locations: Dongying City, Shandong Province; Foshan City, Guangdong Province; and Langfang City, Hebei Province, where they will work with minimal supervision.

- Collect information, conduct research and analysis on local industries and specific companies as part of the UNIDO ITPO team, under the direction of the Financial Analysis and International Cooperation Team Leaders in Beijing.
- Provide regular interim reports.
- Facilitate communications between the Beijing UNIDO office and local contacts.
- Schedule and facilitate visits from the Beijing UNIDO-ITPO-China team and guests.

**Selection Criteria:**

- Candidates will ideally be graduate students or recent graduates from MBA, Economics, Development or other applicable masters-level programs and have two or more years professional experience in investment banking, financial analysis, economic development, economics, management, public administration or other related areas.
- Strong orientation toward achieving results, attention to detail, and proven ability to drive toward long-term goals.
- Ability to juggle multiple priorities.
- Highly flexible.
- Excellent quantitative, analytical and communication skills.
- Excellent PowerPoint, PDF, Excel, Internet and academic research skills
- Experience in China is desirable but not required.
- Candidates with spoken and written Mandarin Chinese skills will have an advantage.
- For the Foshan position, candidates with Cantonese language skills will have an advantage.

**Terms and benefits:**

- The duration will be two-three months, renewable for a second term based on mutual agreement
- Candidates will have one to two weeks training in Beijing followed by approximately two and a half months at their research site.
- Local room and board will be included.
- Domestic travel costs will be covered.
- Fellows may have additional opportunities to travel within China to conduct research and attend related events.
- For general information about UNIDO-ITPO-China, please visit [www.unidoitpo.org.cn](http://www.unidoitpo.org.cn)

Applicants should submit a cover letter and resume in English to [hr@unidoitpo.org.cn](mailto:hr@unidoitpo.org.cn). Only shortlisted candidates will be contacted for an interview.