

RECRUITING ANNOUNCEMENT

International Business Manager

Location: Las Vegas, NV

The Nevada Governor's Office of Economic Development (GOED) seeks a professional with training and experience related to international business and trade-related activities to join our International Division for generating export growth, matching foreign direct investment with opportunities in Nevada, and enhancing the states international engagement through outbound and inbound trade missions.

Core Functions & Responsibilities

- Cultivate relationships with federal, state, local, foreign governments and international organizations specializing in international trade and foreign investment
- Identify markets for Nevada companies with the objective of increasing Nevada exports
- Identify sources of foreign investment funds for Nevada companies
- Assist Nevada businesses, especially manufacturers, to export goods and services
- Travel to domestic and international locations to attend workshops, conferences or training
- Educate foreign investors in assigned regions about Nevada investment opportunities
- Issue and manage responses to requests for proposals for trade missions, international representatives, and other international business development projects. May require conference calls, video conference calls, phone calls during non-traditional working hours
- Provide training to the business community, regional development authorities and a multitude of community organizations on trade-related activities and opportunities

Demonstrated Knowledge/Skills/Abilities

- Ability to travel internationally without restrictions
- Must be able to communicate clearly and effectively
- Excellent organizational skills

Education and/or Experience

- College degree required in International Relations, Business Administration, Diplomacy or International Business
- 5 years of relevant experience

Salary and Benefits

\$60,000 annually. This position will be full-time, non-classified and exempt.

Salary reflects retirement (PERS) contribution by both the employee and the employer. An employer paid contribution plan is also available at a reduced gross salary. The State of Nevada has an excellent benefit package that includes a retirement system, paid health, vision, dental, life and disability insurance; 11 paid holidays; and paid sick and annual leave. Other employee paid benefits such as a deferred compensation plan are available.

Location

Las Vegas, NV

Travel Requirements

Domestic and International travel is required.

To Apply

Please forward resume via e-mail to Michelle Sibley at msibley@diversifynevada.com,

Or via mail:
Nevada Governor's Office of Economic Development
Attn: Michelle Sibley
808 West Nye Lane
Carson City, NV 89703

Application Deadline

Resumes will be accepted until the recruitment needs are satisfied.