



| | |
|------------------------|--|
| Position Title | FDI Specialist |
| Main Location | Malta Enterprise, Pietà |
| Team | FDI |
| Reporting Relationship | The post holder will mainly report directly to the Team Leader |
| Salary Scale | C2 |

Malta Enterprise is looking for a skilled, dynamic team player to join the FDI team to:

- Provide strategic and industry expertise and advice with regards to emerging sectors and businesses opportunities
- Support the increase in the level of foreign direct investment from target countries and sectors by introducing interested investors to Malta Enterprise and arrange site visits to Malta
- Deliver initiatives that actively promote Malta's competitive advantages as the preferred location for commercial and industrial investment
- Negotiate and conclude Foreign Direct Investment (FDI) projects
- Work with the Investment Promotion Strategy and Research team to micro target potential foreign investors with a view to attract them to set-up operations in Malta
- Liaise with government ministries and other stakeholders to develop niche industries
- Develop a network of current and potential contacts that would facilitate introduction to potential foreign investors
- Support overseas offices in the business development aspect and provide the support required with client applications
- Work with the Incentives team to discuss eligibility, schemes and requirements for projects being considered
- Contribute client-centric and commercial acumen to the Project Evaluation team
- Continue following-up with investors to facilitate their investment while working with the Implementation team to identify and resolve any outstanding challenges to ensure that the approved FDI projects invest and start operations in Malta at the earliest
- Follow attentively developments of FDIs in Malta, and keep abreast of national and international developments, including political and social developments as well as market developments
- Travel and participate in meetings and events as may be necessary
- Work closely with the Project Implementation and Relationship Management teams as necessary to ensure a seamless transition between the Client and different teams within Malta Enterprise, at all stages.

Values

Integrity

Be truthful, honest and accountable. Carry out tasks in a professional, ethical, transparent and responsible manner

- The greater good over the personal good
- Confidentiality is key at all times
- Ensure the positive reputation of our entities is maintained throughout

Creativity

Develop an open and creative mindset that lead to innovate working practices.

- Find ways to improve our incentives, systems, processes and communication with stakeholders
- Reduce unnecessary bureaucracy
- Automate internal procedures

Customer-Centricity

Adopting a client centric mindset whilst being committed to our Client's success. Put clients at the centre of our operation.

- Effective communication is critical to achieve an outstanding quality service in line with industry benchmarks
- Be professional to manage clients' expectations and respond to clients' requests
- All our stakeholders are our clients including but not limited to our colleagues, the government, social and business partners and society

Behavioural Dimensions

- Investigative and analytical

Work Aptitudes

- Comprehensive and entrepreneurial
- Logical and mathematical
- Outgoing and expressive

Minimum Requirements

- MQF L7 (Post Graduate / Master's) in a business or a scientific area
- MQF L6 (Bachelor's) in a business or scientific area + 2 years' relevant experience working with industry
- Above average presentation and public speaking skills

Disclaimer: This position description describes the general nature and level of work performed in this role. It is not intended to be an exhaustive list of all duties and responsibilities. These are subject to change as needed by management/work exigencies.