**Senior Advisor for Shanghai**

**Professional profile:**

We look for a professional in Business Administration, International Business, Trade, or Economy. Preferably that has postgraduate studies.

**Experience:**

At least 4 years of professional experience with account management and commercial activities involving consultative selling. Extensive commercial experience. It is Important that the candidates have experience and knowledge in sectors of investment and export of China.

**Main tasks:**

* Coordinate and monitor the visits to fairs and events related to the issues that are handled proactively in the Commercial Office.
* Getting new accounts of investment and exports, in different provinces by organizing meetings and / or first visits to potential accounts.
* Follow up important key accounts
* Conduct market research both proactively and reactively. Proactively in selected sectors and reactively with requirements coming from Proexport Colombia and internal accounts.
* Manage the information on NEO of all the events and activities that take place on the area, as well as requests for information or approvals.
* Structure the agendas for accounts of Colombia that are visiting the assigned area.
* Perform the promotion of Colombia as world-class tourism destination.
* Coordinate with the direction of Beijing all the activities to perform in the assigned area.