

The Consulate General of Denmark is looking for a Junior Innovation & Trade Advisor

Position:	Junior Innovation & Trade Advisor (Tech & Services)
Type of employment:	Full time two-year employment with possibility of extension
Starting date:	1 st June, 2025
Location:	Consulate General of Denmark, Bangalore
Deadline for application:	1 st April, 2025
Reporting to:	Consul General - Head of Mission



The Consulate General of Denmark in Bangalore is seeking to recruit a dynamic, pro-active, and positive full time Junior Innovation & Trade Advisor with a focus on the Indian technology and services sector to be a part of the Innovation Centre Denmark (ICDK) and Trade Council (TC) team at the Consulate General of Denmark Bangalore.

ICDK offer tailored services to Danish companies, startups, research and educational institutions, and public organisations exploring opportunities in India. Our mission is to support Danish stakeholders in navigating India's dynamic innovation ecosystem, facilitating market entry, and connecting them with key partners. We bring home knowledge and establish strong partnerships across countries, sectors, and organisations – to turn ideas into sustainable solutions and products.

TC is the governmental export and investment promotion organization under the Ministry of Foreign Affairs of Denmark. The organization comprises all governmental activities designed to promote Danish export and foreign investment in Denmark under one roof. The Trade Council offers a wide range of services to promote Danish export and to assist companies with establishment on the Indian market.

Performance of the role will include achievement of billable hours. Hence, you must have a solid understanding of delivering consultancy services as well as building and driving high-value projects. We expect that you understand how business is carried out in India and that you can demonstrate a proven track record of developing lasting business relationships.

You will be working under the leadership of the Consul General - Head of Mission and in close cooperation with experienced Trade/Innovation Advisors in sectors such as energy and life sciences. At the Consulate General of Denmark we focus on ensuring synergies across our three teams incl. TC, ICDK and Invest in Denmark. Moreover, we have a strong focus on ensuring close cooperation with relevant teams and colleagues at the Embassy of Denmark in New Delhi.

We are looking for a new team member who is dynamic, out-going, analytical with excellent communication skills and most importantly a team player that enjoys taking on responsibility and bringing new ideas to the table. It is a requirement that you hold a relevant Master's Degree and possess at least 5 years of in-depth experience from consultancy, international business development and/or global public affairs.

Main tasks and responsibilities:

- Matching commercial opportunities in India with Danish competences and strongholds.
- Lead generation with a focus on Danish tech and services companies.
- Sales and delivery of consultancy services to Danish companies (e.g. market reports, strategic sparring, partner identification, planning and executing delegation visits, and global public affairs).
- Close cooperation with colleagues from Trade Council, Innovation Centre Denmark and Invest in Denmark across the Consulate General of Denmark in Bangalore and Embassy of Denmark in New Delhi.
- Monitor and analyse India's tech ecosystem and be cognizant of new trends, developments, and opportunities.
- Development and management of new and existing projects.
- Contribute to strategic marketing and communicating activities.
- Other relevant tasks as assigned by the management.

Required qualifications:

- Relevant Master's degree (plus MBA is preferred).
- In-depth knowledge of Indian Tech and Services Sector. Strong familiarity of the European market is preferred.
- Minimum 5 years of relevant experience with consultancy, international business development, and/or global public affairs.
- Proficiency in both spoken and written English.
- Excellent communication and interpersonal skills.
- Excellent organizational and multitasking skills.
- A high sense of responsibility.
- Ability to work independently and efficiently.

Desired qualifications:

- Pro-active and self-motivated to meet and exceed customer expectations.
- Well-developed problem-solving skills and opportunity driven.
- Open-minded and curious about new ideas and execution.
- Highly effective interpersonal and negotiation skills in high-pressure situations.
- Ability to work effectively in a team-based environment.
- Flexible and adaptability to changing needs and requirements.

We offer:

- An exciting, inter-cultural and dynamic work environment with a wide range of diverse tasks.
- An opportunity to work within the Ministry of Foreign Affairs of Denmark at a medium sized representation, where we have all the diplomatic tools at our disposal and you will be involved in many different activities.
- Great opportunities for further development of your professional and personal competences.
- A large degree of self-dependence and work-life balance.

Employment conditions

- The position falls within salary grade 5 in accordance with the Salary Policy for Local Staff at the Consulate General of Denmark in Bangalore and Embassy of Denmark in New Delhi. All 6 salary grades comprise 15 steps. Currently salary grade 5 step 1 starts with a gross salary of INR 95.804 and ends with INR 207.004. The assigned grade and step of the selected candidate will reflect qualifications, relevant experience and proven work-related results.
- Your standard working hours will be 37 working hours per week including paid lunch break of 30 minutes per day. Three months' probationary employment would be applicable.

- Medical coverage (80:20, where 80% of the medical expenditure is reimbursed by the Embassy) for you and your immediate family members.
- As part of your salary, you will be enrolled in the EPF-scheme.
- 13-month salary according to the Schemes of the Ministry.
- You will be entitled to 25 days of paid leave per full year of work (2.08 days earned per month)
- Communication equipment incl. mobile device needed in order to carry out the role.

Application and recruitment process

To apply for the position, please send your application (cover letter, CV, proof of relevant education, recommendations and 2 references) in English ATTN: Ms. Nischitha Paderu, nispad@um.dk with subject line “Application for Junior Innovation & Trade Advisor, Bangalore – [your name]” no later than **1st April, 2025**.

The Consulate General is obliged to follow EU-rules of handling personal information (GDPR) when we receive and process job applications. Our processing of personal information will rely on your consent (art. 6, no. 1 litra a). Please read the privacy policy of the Danish Ministry of Foreign Affairs before applying (<http://um.dk/en/about-us/organisation/contact-information/the-ministry-of-foreign-affairs-of-denmark-personal-data-policy>). By sending your application, you actively consent to our processing of your personal information. In the above-mentioned policy you can read more about your rights (among others your right to withdraw your consent), how we process your data and how to complain about our processing of your personal data.

You can apply in two ways:

- (1) Applicants with Danish NemID: The application must be sent to the Consulate General through eBoks. Applications through e-Boks/Borger.dk must be sent to the Ministry of Foreign Affairs (Udenrigsministeriet) with the recipient marked as “Consulate General Bangalore” and the subject “Application for Junior Innovation & Trade Advisor, Bangalore – [your name]”
- (2) Applicants living outside of Denmark who do not have NemID: The application should be sent either via e-mail to nispad@um.dk marked “Application for Junior Innovation and Trade Advisor, Bangalore – [your name]” or letter post. If you apply via letter post, kindly send your application to the Ministry of Foreign Affairs (address below) and send a notification about your letter post application to nispad@um.dk

Consulate General of Denmark

142, 4th Main Rd, Defence Colony, Indiranagar

Bengaluru, Karnataka 560038

The Consulate General of Denmark attaches great importance to equal opportunities for all and therefore welcomes applications from all qualified persons regardless of race, sex, religion, age or disability.

Selected candidates will be invited for interviews – expected to take place between 2nd – 4th April, 2025.

The chosen candidate must present a “No Criminal Record” and pass security clearance by the Danish authorities prior to appointment.

Questions

For any questions regarding the position, please contact Executive Assistant to the Consul General, Ms. Nischitha Paderu at nispad@um.dk.