

## **UEAPME**

The European Union of Craft and Small and Medium-Sized Enterprises

seeks to fill the position of

### **Adviser**

Profile of the post:

- Preparing UEAPME positions in selected political and technical matters
- Organisation of and participation in meetings
- Electronic information distribution (newsletter etc.)
- Frequent contacts with SME organisations, the European Commission and European standardisation bodies
- Some travel within Europe

Profile of the candidate:

- University degree (management / in engineering)
- Minimum of five years working experience (preferably in the field of interest representation)
- Excellent knowledge of the European institutions
- Interpersonal and persuasive skills
- Ability to work independently and as part of a small team
- Capacity to use modern communication tools
- Fluent German and English speaker, good knowledge of French would be an asset
- Good organisational skills

For more information: <http://www.ueapme.com>

Please, send your CV to the following address:

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