U.S. Department of Commerce Non-Competitive Job Alert

JOB ALERT: Department of Commerce is seeking to fill a Trade Specialist position!

JOB ALERT!!! The U.S. Department of Commerce (DOC), International Trade Administration is seeking to fill nine (9) Trade Specialist position, GS-1140 - 9/11/12/13 in the following locations: Boston, Massachusetts, Chicago, Illinois, Cleveland, Ohio, Houston, Texas, Kansas City, Missouri, Las Vegas, Nevada, Minneapolis, Minnesota, Ontario, California, and Seattle, Washington. Relocation support is not authorized.

The Department is ONLY accepting resumes from qualified candidates that are eligible under the Schedule A, 30%+ disabled veterans, or Veterans Recruitment Appointment (VRA) non-competitive hiring authorities. For more information on veteran hiring authorities, please visit: https://www.fedshirevets.gov/job-seekers/veterans/special-hiring-authorities/#content

Organization

The mission of the Department is to create the conditions for economic growth and opportunity. The Department of Commerce promotes job creation and economic growth by ensuring fair trade, providing the data necessary to support commerce and constitutional democracy, and fostering innovation by setting standards and conducting foundational research and development. Through our bureaus and 46,608 employees located in all 50 states, every U.S. territory, and more than 86 countries, we provide U.S.-based companies and entrepreneurs invaluable tools through programs such as the Decennial Census, the National Weather Service, NOAA Fisheries, and the Foreign Commercial Service. Among many other functions, the Department oversees ocean and coastal navigation, helps negotiate bilateral trade agreements, and enforces laws that ensure a level playing field for American businesses and workers.

Position Description

This position is located in the International Trade Administration’s (ITA) US and Foreign Commercial Service (US&FCS) Global Markets, U.S. Field. USFCS and Global Markets assists companies through in-depth trade counseling and consulting, market intelligence, business matchmaking, trade advocacy, commercial diplomacy, and a variety of other trade promotion programs.

USFCS and Global Markets is looking for a highly motivated trade specialist who will enjoy working in an exciting, mission-driven organization. This candidate will serve as a trade specialist one of the above-mentioned locations within a U. S. Export Assistance Center (USEAC), responsible for developing a local client base; managing all ITA programs and functions within the local, state, regional area; and working with companies and world-class public and private sector partners to enhance and further the goals and objectives of the agency. The ideal candidate will have experience in international trade; event planning, strong communication skills (including being comfortable with public speaking), interpersonal, and
leadership skills; and proven experience promoting and implementing a vision that fosters organizational excellence.

**General Duties and Responsibilities:**

Performs a broad range of organization-specific responsibilities, including U.S. export facilitation, foreign direct investment promotion, trade promotion through trade-policy analysis, the resolution of trade barriers, and negotiations, and associated functions that address businesses, industries, and/or markets critical to U.S. business, investment, and trade priorities and objectives. Recommends positions on complex trade issues, policy positions, or negotiating strategies, especially in the high technology/information and communication technology and energy/environment portfolios; develops and disseminates trade information to U.S. businesses or associations; utilizes information gained from intelligence sources to enhance recommendations and strategies. Incumbents operate in a dynamic domestic and international business environment requiring dedicated effort to sustain expertise, to collaborate, and to maximize the benefits to all U.S. business interests.

**To Apply**

Email your resume, Cover Letter, professional references, non-competitive eligibility (NCE) documents to: Shanen.Lacy@trade.gov by COB 1 December 2021. Personally Identifiable Information (PII) must be redacted or removed prior to sending any documents as a part of this application. Examples of PII are: social security numbers (even if truncated to the last 4), date of birth and specific medical information. DD 214s and VA disability letters often have PII on them, please review your document carefully before sending.

Note: The Subject line should clearly indicate the position for which you wish to be considered. Please ensure the content of your resume adequately addresses the qualification requirements of the position as listed in the solicitation announcement.

Selection will be made without discrimination for non-merit reasons such as race, color, religion, sex, national origin, age, handicapping condition, marital status, sexual orientation, or political affiliation.