

Illinois State University - International Business
INTERNSHIP POSITION

ABOUT THE ORGANIZATION		
Name of Organization: Australian Trade Commission		Date: 6 May 2006
Name of Contact: Ian Smith		Position/Title: Trade Commissioner
Business Address: 123 N Wacker Drive, Suite 1325, Chicago, IL, 60606		
Phone: (312) 578 1728	Fax: (312) 578 0372	E-mail: ian.smith@austrade.gov.au
<p>Description of your organization's activities: The Australian Trade Commission (Austrade) is the Australian Federal Government's trade facilitation and promotion agency. We assist Australian companies find export markets for their products and services in the United States and around the world through targeted market research and identification of potential business partners. Following implementation of the Australia-United States Free Trade Agreement on 1 January 2006, Austrade increased its presence in the US market to take advantage of resultant opportunities. We are now represented in 18 major cities across the US and have seven specialist industry teams covering agribusiness, food, wine, government procurement, services, information technology and industrial/automotive. Target sectors for the Chicago Post include food, agribusiness, industrial products and automotive.</p> <p>Australian companies active in the Chicago region include: Macquarie Bank www.macquarie.com Bovis Lend Lease www.bovislendlease.com Computershare www.computershare.com Nufarm www.us.nufarm.com</p>		
Number of employees: Over 1000 staff in 60 countries. Five (5) on the Chicago Team.		
Number of years that your organization has been in business: 80 years		

ABOUT THE INTERNSHIP
<p>Description of internship position: The role will be very much "hands on" in assisting our Chicago Team with the many and varied requests we receive from Australian companies. Duties will include:</p> <ul style="list-style-type: none"> - Research on market prospects - Research and analysis of appropriate market entry strategies - Investigation of the regulatory environment and barriers to entry - Competitive analysis - Liaison with relevant industry associations and Government bodies - Investigation of appropriate trade exhibitions and shows - Direct contact with Australian clients
Semester(s) / Term(s) for this internship: Summer 2006, for 10 weeks
Will this be a paid internship position? Yes
If paid, what will the approximate rate of pay be? US\$1000 total
Number of interns sought for this internship position: 1

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QUALIFICATIONS AND SCREENING PROCEDURES

Qualifications desired in internship candidates (please include any special skills desired):

- Enthusiasm and initiative
- Excellent oral and written communication skills
- Team player
- Experience in internet and database research
- Drive to achieve tangible outcomes
- Sense of humor

Maximum number of applications accepted for review: Open

Anticipated date of selection decision and candidate notification: Open

Other information:

The successful applicant will need to undergo a police check, sign a “Code of Conduct” and confidentiality agreement.