



**Consulate General of India
Belfast**

APPLICATIONS INVITED FOR THE POST OF MARKETING EXECUTIVE

The Consulate General of India, Belfast, invites applications for the One(01) post of “**Marketing Executive**”. The position carries an initial monthly **Gross Salary of GBP 3,585.12**, which will increase, subject to satisfactory performance, after grant of future annual increment of 3% of the last drawn salary, on 1 July each year or upon the successful completion of one year of active service, whichever is later.

Minimum Required Qualifications and Skill Set

Educational Background

- University degree from a recognised institution in Economics, Commerce, Marketing, International Business, or Finance.
- A postgraduate degree or relevant professional certification in trade, business, or economic policy will be preferred.

Professional Experience

- Demonstrated understanding of India-UK trade and investment frameworks.
- Familiarity with business and trade bodies, chambers of commerce, and trade promotion organisations in both countries.
- Minimum **7 years** of relevant professional experience in trade promotion, business development, market research, or working with trade/investment organizations, chambers of commerce, or government agencies.

Skills

- Strong communication and networking skills (both verbal and written) with the ability to engage effectively with senior business and government stakeholders.
- Proven analytical and research skills for commercial reporting, market intelligence, and economic analysis.
- High level of commercial awareness, with the ability to identify and support trade and investment opportunities.
- Good working knowledge of IT systems, including proficiency in MS Office & Libre Office Suite and on-line research/analytic tools.
- Sound understanding of the UK business and economic environment (particularly in the North West of England) and the Indian market and industrial landscape.

Nature of Work

The selected candidate will work under the direct supervision of the Consul General and Consul of the Consulate General of India, Belfast. The responsibilities will include, but are not limited to:

- Managing commercial, trade, and research portfolios of the Consulate.
- Conducting market studies, compiling and maintaining databases of regional businesses, investors, and trade organisations.
- Advising the Consulate on emerging trade and investment opportunities, sectoral developments, and relevant business trends.
- Liaising and maintaining effective relationships with local authorities, chambers of commerce, trade bodies, and industry associations.
- Preparing professional reports such as Monthly Commercial Reports, Economic Newsletters, Market Surveys, and Briefing Notes.
- Assisting in the organisation, outreach, and publicity of trade, investment, and business promotion events of the Consulate and the Government of India.
- Supporting incoming and outgoing business delegations and facilitating B2B/B2G connections.
- Undertaking any other tasks assigned from time to time related to the Consulate's commercial and economic functions.

Application Procedure

Interested applicants are requested to submit their applications with scanned copies of the following documents **by email** to **inf.belfast@mea.gov.in** no later than **30 June 2026**:

- Resume/Curriculum Vitae
- Educational certificates
- Passport
- Valid visa or work permit
- Passport-sized photograph
- Work experience certificates
- Any other supporting documents relevant to the application

Only shortlisted candidates will be contacted for an interview. The **Consulate General of India, Belfast** reserves the right to accept or reject any application without assigning any reason whatsoever.

Place: Belfast

Date: 12 June 2026