

# OPPORTUNITY TO JOIN THE TEAM

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## **JUNIOR CONSULTANT / BUSINESS ANALYST (Persian speaker)**

***Employment as a freelancer (20-25 hours per week) with the possibility of becoming full time after completion of a Master's degree***

**Atieh International** is an independent, Vienna-based strategy and management consulting firm. Our focus is to provide our clients with essential strategic intelligence for key business decisions in emerging markets. Our specific focus is on West Asia including the Middle East and North Africa, with a special focus on Iran. The firm consists of distinct divisions working on macro and micro levels:

- **Strategy and Risk Management Consulting**
- **Talent Acquisition, Management and Development**
- **Learning and Development Strategies and Solutions**
- **Developing Intercultural and Global Team Competence**
- **Education and Knowledge Transfer Consulting**

To support our local team, we are looking for a junior consultant with excellent Persian language skills to join our team in **Strategic Consulting & Business Reports**. The junior consultant will work closely with and report to the Senior Consultant and Director.

### **General responsibilities**

- Follow up on projects as directed by Senior Consultant/Director
- Manage projects within timeframe and resources
- Prepare reports and documents as required
- Support all projects within company, as and when required on a priority basis
- Provide administration support to projects
- Research issues and topics as directed

### **Key responsibilities**

- Researching and gathering required information
- Initial write-up of reports
- Translating and analyzing data and information
- Cooperating in projects, organizational and strategic support

### **Required qualifications and skills**

- Good command of oral and written English
- Strong command of oral and written Persian; ability to draft documents and reports
- Completed undergraduate university degree, preferably in a business-related field

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A member of the **ATIEH GROUP** of companies

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- Ideally 2-3 years of relevant experience in a consulting, business or research field
- Good computer skills in Microsoft Office (Word, Power Point, Excel) and fluent in online research
- German language skills are an added benefit
- Excellent people skills and a strong team player
- Able to work independently with good work discipline and ethics
- Exhibit accountability, accuracy, resourcefulness and a solution-oriented mindset

### Benefits

- Part-time employment with an international focus
- Possibility of full-time employment after performance review and completion of Master's degree
- Gaining knowledge in strategic consulting and analysis
- Experience in working with emerging markets with key players in the field
- Working in a young, dynamic and friendly environment
- Good salary with strong learning and development opportunities

Interested applicants should send their CV to [info@atiehinternational.com](mailto:info@atiehinternational.com) by **the end of Sunday 30 July 2017**. An updated CV/LinkedIn profile should be accompanied by a covering letter explaining why the applicant feels he/she is suited for this position.

Following a CV screening, potential applicants will be invited for an interview and assessment within 1-4 August. The position will commence on 1 September 2017.

We thank you in advance for your interest. Should you have any questions, please do not hesitate to contact [info@atiehinternational.com](mailto:info@atiehinternational.com).

Best wishes,  
Atieh International Recruitment Team