

DELEGATE PROGRAMME



What is the Delegate Programme?

UNIDO ITPO Italy invites investment and/or technology promotion delegates for a short-term stay (up to 3 months) at its office, in order to promote:

1. the delegate's country as a possible destination for Italian investment; and
2. specific investment, joint venture, and/or technology transfer projects from the delegate's country.

Promotional activities are mainly carried out through country presentation seminars and individual business meetings.

What does UNIDO ITPO Italy provide?

- » Assistance for promotion of projects
- » Identification of potential partners
- » Arrangement of meetings and visits
- » Organization of seminars/roundtable meetings
- » Business communication/negotiation
- » Office facilities: partitioned space with a desk, telephone, personal computer, etc.

Who can apply?

Government, semi-government, or non-government organizations are welcome to submit candidates with the following qualifications:

- » Age between 30-45 with management experience
- » Perfect command of spoken/written English
- » Strong negotiation and presentation skills
- » Ample knowledge of local industry
- » Computer skills

What is the application process?

- 1 To send an official request letter (G)
- 2 To confirm the terms and conditions (U)
- 3 To nominate qualified candidates with their CVs (G)
- 4 To conduct interviews in home country (U)
- 5 To send an official invitation letter (U)
- 6 To Prepare a minimum of 10 Projects Portfolio (D)
- 7 To apply for an Italian visa if necessary (D)
- 8 To submit all necessary materials (Projects, seminar presentation manuscript, etc.) for promotion (D)
- 9 To inform date of arrival in and departure from Italy (D)
- 10 To arrange accommodation and an airport meeting service (U)

* (G):Governments
(U): UNIDO ITPO Italy
(D): Delegates