Queensland Trade and Investment Commissioner – Indonesia

Role status	Location
Locally Engaged Employment	Jakarta, Indonesia
Role type	**Job ad reference**
Full-time, 36 month fixed term engagement	2025_CmrIndonesia
Remuneration	**Closing date**
In IDR commensurate with responsibility	16 November 2025
Working relationship	**Contact**
Reports to: Queensland Senior Trade and Investment Commissioner Southeast Asia Direct reports: 4 Team size: 18 across Southeast Asia	hr-international@tiq.qld.gov.au

About Trade and Investment Queensland

Trade and Investment Queensland (TIQ) is the Queensland Government's dedicated global business agency, where the work we do is truly unique. We shape, promote and strengthen Queensland by facilitating some of the most exciting import, export and investment projects in the world.

TIQ has one of Australia's largest international networks, with a presence in more than 27 global locations. Ideally positioned in the Asia-Pacific region, Queensland is the perfect place for new businesses, talented and skilled migrants, and developing international students to be part of the journey in helping us move Queensland forward. Find out more at https://www.tiq.qld.gov.au

Why join us?

A role at TIQ is more than just a job. It is an opportunity to develop your career and make a real difference to the community, no matter what part of the organisation you work in. We have an incredible culture driven by employee engagement and talented individuals who work together as one team to truly make a difference. As an employee of TIQ, we offer our employees excellent working conditions, flexible options and wellbeing programs to help manage your work/life balance and access to a range of professional development opportunities to continue building your career and reaching your goals.

About the Region

Situated within the Southeast Asia Region of the International Operations Division, TIQ Jakarta office is strategically placed to assist Queensland exporters and investors to take advantage of opportunities within any of Queensland's key sectors (eg. Mining Resources and Energy; Food and Agribusiness; International Education and Training; Health, Innovation and Technology and Manufacturing, Consumer and Services)

About You

Do you Lead Strategically? Think Globally? Build Enduring Relationships? Drive Accountability and Outcomes?

Reporting to the Queensland Senior Trade and Investment Commissioner – Southeast Asia, as Commissioner – Indonesia you will lead and manage the Jakarta office and be responsible for the development of market strategies and the achievement of trade and investment outcomes across Indonesia. The role will also act as a second to the Senior Commissioner to provide leadership and support across the Southeast Asia regional team.

Your role is to build strategic relations with government; strong, commercially focused relationships within the business community Indonesia; to identify and work with international investors looking to invest in Queensland; and to enable commercial outcomes for Queensland businesses seeking to establish themselves abroad.

Your contribution (key responsibilities and accountabilities)

To be successful in this role you will:

- maintain and strengthen Queensland's reputation as a place to work, study, and do business
- promote and support Queensland business and Queensland government initiatives
- optimise existing and establish new business networks with key decision makers, customers, government representatives, business leaders and industry allies to deliver export and investment opportunities for Queensland
- guide and support your team to deliver trade and investment outcomes by providing clients with market intelligence, business leads, advice, introductions, and participating in trade shows, business matching services, and other activities
- manage trade missions and Ministerial visits including preparation of visit programs and accompanying Ministers and business delegations to Indonesia
- ensure the efficient and effective governance and management of the offices in the region, including exercising of approved employee and budgetary delegations and corporate reporting obligations
- work with the Senior Commissioner, based in Vietnam, to provide support and leadership across the Southeast Asia team more broadly

This role may require additional duties to be completed as directed

The ideal candidate for this role (key capabilities)

TIQ recognises that organisational success is driven by excellence in leadership and management, and as an organisation have established the Working together at TIQ behaviours most relevant to success within TIQ.

- Respect each other
- Act with integrity
- Take pride in our professionalism
- Collaborate and cooperate
- Show a positive attitude
- Recognise and celebrate our achievements

All team members are expected to embrace and model these behaviours to ensure TIQ achieves success and develops an organisational culture that enables TIQ to meet its current and future strategic objectives.

To determine your suitability for the role, you will be assessed on the following key capabilities that link to the "key responsibilities and accountabilities" for this role:

1. Thinks strategically and brings sound commercial acumen, an understanding of government and the credibility to contribute substantially to international trade and investment activities
2. Demonstrates a deep familiarity with Indonesia and other key markets in Southeast Asia and Australia, and 10-15 years business experience, with minimum 5 years in a senior role
3. Champions innovative ideas and demonstrates detailed knowledge in one or more of the Queensland Government's key industry sectors
4. Experience in building team capability, while inspiring individuals and team commitments to achieve results in a client facing environment
5. Possesses excellent communication and negotiation skills and has a high level of resilience while operating in a high-pressured environment with competing priorities

While there are no mandatory qualifications for this role, practical experience in international business or management and/or qualifications in international business or a related discipline will be well regarded.

Eligibility

To be eligible for consideration and appointment, you must have:

- **Work Authorisation** – to be eligible for employment within TIQ, you must be legally authorised to live and work in Indonesia at the time of appointment and provide the required evidence to support your eligibility.
- **Language** – the candidate must be fluent in high level written and spoken English. To be successful in this role business level Bahasa Indonesia language would be an advantage.
- **Security Clearance** – the successful candidate must be willing to undertake a screening check and be confirmed as a suitable person to access Government resources prior to commencing in the role.

How to apply

If you meet the eligibility criteria and think this opportunity is for you, we encourage you to apply. For a copy of the full position description email your request to hr-international@tiq.qld.gov.au

An application should be emailed as one PDF document (maximum four pages) including

- Cover letter telling us why you are interested in this role, what makes you the best person for the position and how you meet the key capabilities; and
- Current resume detailing your work history, education, and language skills relevant to the position

Email your application to hr-international@tiq.qld.gov.au with email SUBJECT *Commissioner Indonesia_Your Name*

Applications close at 11.59pm (Queensland time) on Sunday, 16 November 2025

Additional information

- This is a Locally Engaged Staff (LES) appointment. All LES provide essential in-country knowledge, network and continuity at the elected overseas post.
- LES employees are not Queensland Public Sector employees, they are engaged under local labour legislation, specific to the Indonesia and will be remunerated in accordance with the specified markets entitlements.

- Remuneration is paid in IDR through a local payroll service provider and subject to statutory obligations in line with the laws of Indonesia
- Prospective applicants need to demonstrate that they are eligible to work in the nominated country for the duration of the appointment by legally meeting the local citizenship or visa requirements, which places no obligation on TIQ.
- TIQ does not provide any sponsorships or fund relocation costs for LES appointments.
- TIQ is committed to Zero Harm. TIQ employees are expected to demonstrate safety leadership at all times.
- TIQ values cultural capability, is an equal opportunity employer, and supports a healthy working environment.
- All roles within TIQ are responsible for creating, collecting, maintaining, using, disclosing, duplicating, and disposing of information, as well as managing and using communication devices and public resources. Staff must undertake these tasks in accordance with TIQ information management policies and procedures.
- Service delivery and employee development is supported by a mobile, flexible and agile workforce. You may be required to work in alternative locations or undertake alternative duties on a temporary or permanent basis.
- A minimum three (3) month probationary period may apply to appointees external to the Queensland Government. PLEASE NOTE: this does not apply in all markets as some markets do not have probation permitted in their contracts.
- Travel and some after-hours work may be a requirement of this role.
- Within one month of commencing employment, the successful applicant will be required to disclose any employment as a lobbyist in the precious two years.
- Applications will remain current for a period of up to 12 months and may be considered for other vacancies which may include an alternative employment basis (fixed-term temporary, full-time or part-time).
- If you need any additional support or reasonable adjustments during the recruitment process in order to ensure you can demonstrate your ability to meet the inherent requirements of the role, please advise the panel chair.