The China Office of Finnish Industries is hiring an Analyst to lead on projects

The China Office of Finnish Industries is a non-profit private limited company established in 2022, owned by 25 Finnish companies with strategic interest in the People's Republic of China (PRC). We provide our shareholders with analysis, in written form and through events, of the geopolitical and geoeconomic trends which affect their strategic interests. Our working language is British English.

The China Office seeks an **Analyst** (parental leave cover) to lead on projects, to be based fulltime in Helsinki, Finland. The successful candidate is an initiative-taker, has acquired knowledge of the PRC through studies and work, and aspires to pursue a China-related career. The Analyst is expected to:

- Lead the China Office's thematic and shareholder projects. With the Chief Analyst, they will develop and deliver a pipeline of projects which meet the needs of the Shareholders. The analyst will take ownership of the process, identifying and proposing subjects.
- Projects will consist of research on the subject matter through desk research and interviews, and reporting on findings. Depending on the project, projects may be delivered in-house or through external providers.
- Preparation of authoritative written briefings, on an ongoing basis as well as ad hoc, and notes in English about developments in the PRC pertinent for Finnish business and the public sector. A small number of oral briefings will also be required. This will be achieved by interpreting analysis of the PRC, domestic and international, and presented for Finnish private and public sector audiences;
- Conduct regular meetings or calls with external experts and shareholders to broaden the network of the China Office and deepen links with key stakeholders. This includes a limited amount of work travel.
- Support the analysis of the needs of the shareholders and identify key issues;
- Assist the organisation of events including identifying and briefing speakers;
- Participate in broader content development processes to ensure a timely pipeline of events, briefings, and reports;
- Participate in cross-organisational efforts to improve efficiency and quality of output using new and innovative tools, including AI.
- Recruit and work with trainees and assist in their mentoring.

Essential criteria:

- Bachelor's degree in China/Asian studies, economics, international relations, international business, political science, and/or public policy;
- A familiarity with issues pertaining to the PRC's business environment, the PRC's political-economic challenges, the PRC's international and global role, and/or the PRC's trade and investment policies, based on either studies or work;
- Fluency with M365 software and familiarity with key IT services including AI;
- Excellent written and oral communication skills in English, and Finnish or Swedish;

Desirable criteria:

- Master's degree in China/Asian studies, economics, international relations, international business, political science, and/or public policy;
- Intermediate or above Chinese language reading skills;
- A previous role as a research assistant, policy officer, or similar;
- Published articles, columns or other policy-relevant publications;
- Strong presentation skills, including demonstrated ability to lead workshops;
- Experience of studying or working in the PRC.

Our offer
We offer competitive remuneration and the opportunity to develop analytical skills with solid mentorship. We are a small team and seek to embody our values: driven by excellence, guided by integrity, united in collaboration, inspired by innovation.

Term of employment: Parental leave cover (minimum 6-months). Desired start date: August 2026.

To apply: Please send your resume, contact details of two referees, and a cover letter of no more than 500 words addressing the selection criteria and describing your reasons for wanting this role to hr@chinaoffice.fi State 'Analyst – Projects *(parental leave cover)*' in subject. Enquiries should be directed to Chief Analyst Mr Kevin Broady through the email above.

Applications will be assessed on a rolling basis. Applications that fail to address the selection criteria will not be considered. Only short-listed candidates will be notified. Please submit your application on or before **22 May 2026**.