16.10.2026 - Auslandshandelskammern

German American Chamber of Commerce NY (GACC NY) – Project Manager Consulting

- Not limited
- Fulltime
- Location: New York City
- Preferred start date: Zum nächstmöglichen Zeitpunkt

Apply now at Auslandshandelskammern

Apply now

https://german-american-chambers-of-commerce.breezy.hr/p/54b070241467-project-manager-consulting

The German American Chamber of Commerce, Inc. in New York City (GACC) is looking for a highly motivated full-time, bilingual (German/English) Project Manager to support our Business Development Consulting Team in New York City.

The GACC was established nearly 80 years ago in New York City as an impartial promoter of commerce between Germany and the US. The GACC works together with the German American Chambers of Commerce in Atlanta, Chicago, San Francisco, and Washington, D.C. under the umbrella AHK USA - with more than 2,500 member companies and an extensive national and international business network. The organization has distinguished itself as an innovative and relevant service provider as well as a reliable partner in German-American business inquiries. Comprised of a highly qualified team of professionals, the GACC supports companies by facilitating the following: market entry & business development, legal services, intern visas, recruitment and startup guidance, delegation trips and events. As a member of our team, you will be supporting a vital link in the transatlantic economy.

About the position

- Organizing / hosting industry events, business delegations, and startup delegations (incl. venue and speaker acquisition, catering, invitation management)
- Consulting German companies regarding their US market entry or expansion by conducting desktop/internet research and writing reports in German and English (various industries, e.g., MedTech/Life Sciences, AI, Industry 4.0, Robotics, Energy Efficiency/Renewable Energy, Entertainment, Food & Beverage and others)
- B2B-Matchmaking between German and American companies via phone, email, and LinkedIn
- Organizing government sponsored projects including market studies and webinars, delegations and conferences
- Proposal writing for government sponsored projects as well as other bidding opportunities, including market background, and project and budget planning.
- Coordination with key governmental partners in Germany (DIHK, IHKs, Federal Ministry of Economic Affairs and Energy (BMWE), Associations, etc.)
- Supporting the “virtual office” service of the GACC

Required qualifications

- Graduate (BA) of Business Administration, International Business, Business Law or related fields; Master's degree is a plus
- At least 2 years of relevant work experience
- Excellent verbal and written communication skills in both German and English
- Deep understanding of business concepts, sales strategies and experience in conducting market analysis
- Strong research and writing skills
- Analytical thinking and problem solving
- Strong organizational skills (must be able to handle multiple tasks)
- Service-oriented personality
- Attention to detail, thoroughness and high level of accountability a requirement
- Ability to work independently while integrating well with the team
- Proficiency in Microsoft Office: Outlook, Word, Excel & PowerPoint, QuickBooks, CoPilot
- Experience with both German and American business environments strongly desired
- Cold-calling experience a plus

What we offer

- Health
- Dental Vision
- Short Term & Long-Term Disability
- Life Insurance
- 401K
- 19 days paid vacation

Please e-mail resume and cover letter for this full-time position to consulting(at)gaccny(dot)com with 'Your name/Project Manager NY' in the subject.

We look forward to receiving your application.