

Employment Opportunity

General Information:

Job Title / Department:	Researcher / Legal & International Affairs section
Location:	European Chamber of Commerce in Korea, Seoul Office
Period:	11 months; Starting in 2021
Posting Date:	2020.11.02
Application Deadline:	2020.11.20

The European Chamber of Commerce in Korea (ECCK) is the distinguished association of European Companies operating in or related to Korea. Pursuing a career at the ECCK involves working in a multicultural environment, together with valuable business makers and government officials from Korea and Europe. The challenging tasks and duties will reveal as an opportunity to develop your career in an innovative, modern-working environment.

Job Description & Requirements

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- Conduct research on various topics related to European industry and draft short articles/memos.
- Monitor the regulations and news related to intellectual property and the fashion & retail market.
- Assist in the general management of the Legal & International Affairs section.
- Assist in the preparation of various events (meetings, seminars and conferences).

Requirements

- Fluent in English and Korean (both oral and written); TOEIC SCORE: 900 or above, TOEIC Speaking: Level 6 or above;
- Excellent research & analytical skills and capacity to summarize relevant information (background in law a strong asset);
- Outstanding writing and communication skills;
- Proficiency in using MS Office and Hangeul;
- Organised, proactive, and self-confident;
- Less than 2 years of professional work experience.

Application Procedure:

Please send your application by email to hyunsung.rhee@ecck.eu by (2020.11.20)

Application should include:

- **Cover letter in English & Korean** (max. 1 page each)
- **CV in English & Korean** (max. 1 page each)

Late or incomplete applications will not be considered.