

SENIOR ANALYST, VIETNAM

Research & Client Affairs *Vietnamese or Foreign National*

Vriens & Partners is Southeast Asia's leading government affairs consultancy, with **80 consultants** and **30 senior counsellors** across **8 offices** in cities around the region. We deliver nuanced and effective government affairs strategies built on trusted relationships with the highest levels of government, and with stakeholders along the entire policymaking chain.

The firm provides independent, strategic analysis and risk assessments of the political, regulatory and economic developments around Southeast Asia. Our consultants are Asia experts with extensive experience providing analysis and counsel on issues that companies and organizations face in a diverse and challenging region.

Vriens & Partners is seeking an experienced individual for a full-time senior analyst position in Hanoi, Vietnam to support the headquarters office in Singapore. The role will involve working alongside our government relations specialists, supporting client activities and events, and researching the regulatory and economic landscape in Vietnam. The ideal candidate will have a deep interest in the regulatory environment in Vietnam; be able to carry out research on a wide variety of issues; possess strong communication abilities in both English and Vietnamese; and have good organizational and client service skills as well as a readiness to learn. Candidates with the ability to convey complex ideas clearly in writing will be prioritized.

Primary Responsibilities:

- Support the headquarters office by:
 - Assisting senior Vriens & Partners' consultants in addressing client needs and providing monitoring updates on regulatory issues;
 - Carrying out desk and primary research on a wide variety of political and economic issues and policies and drafting research reports and other analytical products;
 - Establishing & maintaining relationships with key stakeholders within the government, private sector, and other relevant sectors;
 - Monitoring & analysing media reports and regulatory developments;
 - Supporting the firm's media engagement work by building and maintaining relationships with key journalists and media contacts;
 - Supporting engagement with clients' regional and global executives; and
 - Facilitating client communication with government ministries including both verbal and written translation support;
- Contribute to the growth of the office and the firm as a whole;

Qualifications:

- At least four years of work experience. Two years' experience as a consultant or analyst preferred;
- Very strong English and Vietnamese writing abilities; excellent analytical skills and sound judgment;
- Excellent organizational skills and ability to handle multiple tasks; strong attention to detail;
- Academic background in Political Science, Journalism, Economics, or Public Policy;
- Ability to thrive in high-pressure, short-deadline situations; willingness to work beyond business hours when needed;

Additional Information:

- Schedule: Monday – Friday (full time) with understanding that weekend/urgent overtime work will be required on an occasional basis.
- Travel: Occasionally

Interested candidates should send their applications to careersvn@vrienspartners.com and indicate the position being applied for in the subject line. Please include a cover letter and current resume.