

CONSULTANT, GOVERNMENT AFFAIRS

Vriens & Partners is the leading government affairs and political risk consulting firm in Southeast Asia. We are headquartered in Singapore, with offices in Myanmar, Thailand, Vietnam, Indonesia, Malaysia, the Philippines and Cambodia. We employ over 80 people of more than ten nationalities and offer our consultants a challenging and dynamic working environment and exposure to multiple sectors, in a growing advisory firm. Our clients are multinationals, business associations, and non-governmental organizations.

We are seeking an **Associate** to join our growing team in Jakarta, Indonesia on a full-time basis. The role will involve managing research and advocacy projects, supporting client activities, and assisting in firm development.

The ideal candidate should have consulting experience, with proven skills in project management and client relationship development. They will have a deep interest in regulatory and economic issues in Indonesia; a strong network of policy contacts inside and outside of government; and experience managing small teams focused on outcomes. Strong communications, organizational, and client service skills are a must, as is experience working in Indonesia at a managerial level.

Primary Responsibilities:

- Lead project work, including research, and ensure all deliverables are up to standard.
- Develop and execute strategies for clients to advance their government affairs objectives.
- Lead client management, facilitating regular meetings and presentations to senior executives from multinational corporations.
- Oversee the preparation, drafting and finalization of analytical reports.
- Support the management of a team of government affairs consultants and advisors.
- Establish and maintain relationships with key stakeholders including government officials and non-government (NGOs, industry association, business) stakeholders.
- Facilitate client communication with different government ministries.
- Support business development activities and lead proposal development.

Qualifications:

- At least six years' working experience required, experience in a consultancy and/or working on policy and policy impact on commercial sectors preferred.
- At least two years in a management role.
- Strong understanding of government systems and structures in Indonesia.
- Experience in government relations or public policy roles.
- Excellent organizational skills and ability to handle multiple tasks, and strong attention to detail.
- Fluent Bahasa Indonesia.
- Strong English abilities, verbal and written; excellent analytical skills and sound judgment.
- Academic background in Political Science, Law, Journalism, Economics, or International Relations.

Additional Information:

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

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