

# VRIENS & PARTNERS

NAVIGATING THE POLITICS OF BUSINESS

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## ASSOCIATE, VIETNAM

### *Client Affairs, Vietnamese or Foreign National*

Vriens & Partners is Southeast Asia's leading government affairs consultancy, with **90 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 individual for a full-time associate position in Hanoi, Vietnam. The role will involve working alongside our government relations specialists, supporting client activities and events, and researching the regulatory and economic landscape in Vietnam. This position emphasizes client and project management and the ability to deepen the firm's relationship with new and existing clients.

The successful candidate will be responsible for clients' government affairs and public policy efforts in Vietnam, across a variety of sectors and in a cross-cultural setting. Candidates should have consulting experience, with proven skills working directly with clients and managing small teams on defined projects. The ideal candidate will have experience leading strategic client management, a deep interest in public policy, and a readiness to learn from their colleagues. Candidates able to convey complex ideas clearly in writing will be prioritized.

We expect the candidate to be an adept analytical and strategic thinker, with well-honed skills in synthesizing complex information, drawing conclusions, and translating them into action. Clearly communicating plans of action to international professionals will be part of your daily work.

### **Primary Responsibilities:**

- Lead client-facing work, including development and execution of government affairs strategies;
- Lead development of analytical and strategic written deliverables;
- Support management of project teams of government affairs consultants and advisors;
- Establish and maintain relationships with key stakeholders';
- Support engagement with clients' regional and global executives;
- Facilitate client communication with different government ministries;
- Contribute to the growth of the office and the firm as a whole.

### **Qualifications:**

- At least 6 years' working experience required; at least 3 of which should be consulting or client management;
- Experience working on public policy issues for either the private or public sector strongly preferred;

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- Experience providing direction to analyst teams;
- Experience in government relations or public policy roles preferred;
- Excellent organizational skills and ability to handle multiple tasks; strong attention to detail;
- 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 [careersvn@vrienspartners.com](mailto:careersvn@vrienspartners.com) and indicate the position being applied for in the subject line. Please include a cover letter and current resume.**