

VRIENS & PARTNERS

NAVIGATING THE POLITICS OF BUSINESS

ASSOCIATE, VIETNAM

Vriens & Partners is the leading government affairs and public policy consulting firm in Southeast Asia. We are headquartered in Singapore, with offices in Myanmar, Thailand, Vietnam, Indonesia, Malaysia, the Philippines, Cambodia and Washington DC employing over 110 staff from over 10 nationalities, as well as 30 senior advisors. We offer our consultants a challenging and dynamic working environment and exposure to multiple sectors. Our clients are multinationals, business associations, and non-governmental organizations.

V&P's culture is open, welcoming and fast-paced, where everyone can voice their opinion and make a positive impact. Our clients are primarily major multinationals, along with various business associations. A growing advisory firm, V&P offers a challenging and unique work environment, as well as exposure to multiple sectors.

POSITION

The Associate is **responsible for leading government affairs and public policy projects** in Vietnam, across a variety of sectors and in a cross-cultural setting. The Associate will also be responsible for working with firm leadership to shape and execute the firm's growth strategy in the Vietnam market.

We expect the candidate to be **an experienced project and client manager with proven capacity to lead engagements with the Vietnamese government**, drive projects in a high-pressure environment to completion, work with nimble teams and external specialists of varying levels of seniority and expertise and build and sustain external coalitions.

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.

RESPONSIBILITIES

- Execute Vietnam-focused client advisory work, including the development and execution of government affairs strategies;
- Drive the development of written deliverables such as policy analysis or engagement strategies;
- 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 and business) stakeholders;
- Support engagement with clients' regional and global executives; and
- Enable client communication and engagement with government ministries.

QUALIFICATIONS

- 5-6 years of relevant work experience. Strong in policy analysis and networking. Consulting experience preferred, but in-house government or external affairs roles for a multi-national company, Vietnam government positions, or think tanks roles are all applicable.
- Experience managing small teams of analysts and other team members to deliver high quality work.
- Knowledge of the function, structure, and protocols of the Vietnamese Government.
- Proactive, with excellent organizational skills and ability to handle multiple tasks; attention to detail.
- Graduate degree, with academic background in Political Science, Journalism, Economics, or Public Policy; and
- 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 a periodic basis.
- Travel: Occasionally.
- Candidates must have the right to work in Vietnam.
- Due to the volume of applications, only shortlisted candidates will be contacted.

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.