

Employment Opportunity

General Information:

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| Job Title / Department: | Head of IPR and F&R Committee |
| Location: | European Chamber of Commerce in Korea, Seoul Office |
| Application Deadline: | 25 June 2021 |

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

Job Description

The position holder is in charge of two Committees focused on Intellectual Property Rights and Fashion & Retail and two forums focusing on Compliance and Human Resources and dealing with legal and regulatory matters. Whereas the Committees are ECCK's core advocacy platforms and through such members' businesses challenges are resolved, the Forums are focused on information exchange about recent developments and practices

Responsibilities include

- Engaging with key Korean, European, and international counterparts to address and resolve business challenges of members;]
- Gathering industry contributions and drafting of formal position papers;
- Devising and operating activities according to member needs (including Committee meetings, seminars, forums, and conferences).
- Contribution to the general operation of the ECCK.
- Follow-up the EU-Korea FTA on industries and monitor current relevant regulations and media coverages.

Requirements

- Minimum of three years of relevant professional experience;
- Knowledge of intellectual property rights;
- Familiarity with Korean legislation and legislative process;
- Fluency in English (both oral and written); TOEIC SCORE: 900 or above. TOEIC Speaking: Level 6 or above;
- Fluency in Korean beneficial;
- Excellent research & analytical skills and capacity to summarize relevant information;
- Outstanding writing and communication skills;
- Pro-active and able to work independently, sometimes under tight deadlines;
- Flexible and able to work on multiple projects at any one time;
- International mindset, comfortable working in a multi-national environment;
- Proficiency in using MS Office and Hancm soft.

Application Procedure:

[Please send your application by email to career@ecck.or.kr by 25 June, 2021](mailto:career@ecck.or.kr)

Application should include:

- Cover letter in English & Korean (max. 1 page each)
- CV in English & Korean (max. 1 page each)
- Convert into 1 PDF file for the submission.
- Email submission title: **2021 Head of IPR and F&R Committee_ 'First name Last name'**

Late or incomplete applications will not be considered.