

INTERNSHIP OPPORTUNITY

As a federal enterprise, the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH supports the German Government in achieving its objectives in the field of international cooperation for sustainable development. We work in a variety of fields and support our cooperation partners in designing strategies and meeting their policy goals. GIZ Viet Nam is currently engaged in four priority areas: 1) Vocational training; 2) Environmental policy and sustainable natural resource use; 3) Energy; 4) Sustainable Economic Development. Gender equality is one of the key values of our company and of the work we do. Fostering gender equality in our project operation and our internal equal opportunity provisions are two strategic pillars of our corporate identity and policy. For further information please visit our website: www.giz.de/viet-nam.

The global project Initiative for Global Solidarity (IGS), being implemented by GIZ on behalf of BMZ, is based on the due diligence approach described in the UN Guiding Principles and the OECD Guidelines on Responsible Business Conduct. It aims to support Vietnamese stakeholders, particularly export-oriented manufacturers, to prepare for the increasing expectations of global customers regarding their sustainability performance. The project's focus is on the textile and electronics sectors.

With IGS support, the Responsible Business Helpdesk (RBH) Viet Nam led by Vietnam Chamber of Commerce and Industry (VCCI) was established in December 2022. The Helpdesk's primary objective is to assist Vietnamese manufacturers in effectively implementing responsible business, risk mitigation relating social and environment due diligence within their operation. Since its establishment, RBH Vietnam has brought in benefit for private sector in Vietnam via holding series of capacity building events and the development of awareness raising materials on these topics.

To strengthen IGS effort and our support to RBH Vietnam, the project is offering an internship opportunity with details below.

Communication Intern

Duty station: 14 Thuy Khue, Tay Ho District, Hanoi, Viet Nam

Duration: 6 months, starting as soon as possible

Main activities:

The Communication Intern will learn & practice by assisting the project team in conducting the following tasks:

- Assist in translating awareness raising materials on corporate sustainability due diligence for publish on RBH Vietnam's website and social media.
- Support the preparation, production and/or designing simple communications materials such as leaflets, brochures, promotional items, news, success stories, etc.
- Co-create featured stories on the project impact
- Support subtitling of videos with translation
- Support collection and management of monitoring data for the project
- Support the organization of events,
- Perform other communication activities, as assigned.

Requirements

- Vietnamese citizen, who are in the two last year of their study, or newly graduated students within 6 months upon commencement of the internship.
- Specialization in media, communication, public relations, marketing, foreign language, or other relevance
- Strong interest in sustainable development, communication and online media
- Proficient in Microsoft Office tools, exp. Excel, Word, and PowerPoint
- Strong verbal and written communication skills both in English and Vietnamese
- Intermediate design, photo-taking and video-making skills are an asset
- Responsible, motivated, attention-to-detail, results-oriented working style

Apart from a monthly internship allowance, the successful candidate will enjoy a good learning environment and professional working conditions.

Interested candidates are invited to send the latest curriculum vitae, cover letter and copies of relevant certificates and references by email to hr-giz@giz.de not later than **May 25th, 2024**

Note: Please state “**Application for the Communication Internship – IGS**” in the subject line. Only short-listed candidates will be contacted after the deadline. Telephone contact is not encouraged.

Please visit our page at <https://www.giz.de/en/worldwide/109163.html> for more internship and job opportunities.

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