

INTERNSHIP OFFER

Job position: Full-time Legal Intern

Location: District 1, Ho Chi Minh City

Duration: 06 months

About us

Fidal Asiattorneys is an international law firm with more than 10 years of experience in advising clients with its deep knowledge and understanding of the Vietnamese business and regulatory environment. For more information, please consult our website: <https://www.asiattorney.com/>

Job scope

- Conduct legal research under supervision of attorneys as per clients' requests;
- Translate legal documents from English to Vietnamese and vice-versa;
- Support Attorneys in licensing works comprised of drafting executive documents, submitting application files at State bodies, following up the procedures until obtaining licenses/permits/certificates/approvals as required;
- Handle communication with clients, and work with relevant authorities to clarify further requirements and instructions;
- Participate in the production of legal publications, guides, brochure on Vietnamese/International legal system, law firm organization, etc.;
- Any other duties as may reasonably be assigned.
- Potential opportunity for full-time employment upon successful completion of the internship

Profile required

- Final-year undergraduate or fresh graduate with bachelor's degree in law.
- Fluent in English, French speaking would be a plus.
- Proficient in MS Office
- Strong skills of logical thinking, reasoning, and analysis.
- Careful, detail-oriented and well-organized.
- Teamwork spirit and flexibility.

Remuneration and conditions

- Allowance to be discussed upon interview
- Starting date: June 1st 2025 for the period of 6 months

Contact

Please send your CV in English together with a cover letter to:

Ms. Duong Nguyen Ai Thuong

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