



NORDCHAM
INDONESIA

Business Development Internship - Jakarta

This is the Asian Century

Asia is returning to its former glory, and it's growing incredibly fast
We want you to be part of this story by joining NordCham

About NordCham:

NordCham is a business association for Nordic companies in Indonesia. We work closely with Nordic Embassies and Trade Promotion offices to promote Nordic business interests in Indonesia
More info about what we do here www.nordchamindonesia.com

What NordCham can you offer you:

- Invaluable exposure to doing business in Indonesia, one of the largest and most up-and-coming emerging markets in Asia
- Outstanding candidates will either get a full-time job offer or strong support to launch your career in Asia
- X factor on your CV - Position yourself as an attractive candidate for Nordic companies doing business in emerging markets in Asia
- A results-driven environment with autonomy over your projects



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What You Will Be Doing:

- Administrative, office work, and running errands
- Document management, data entry, updating CRM
- Booking and scheduling meetings, calendar management,
- Strategies and tactics to improve The NordCham System to consistently provide value above member expectations
- Working with Nordic companies, Embassies, and TPO's
- Event support and management
- Indonesian Stakeholder and Government Engagement
- Onboarding new companies, executives and diplomats
- Launch and drive new projects that benefit our members
- Market research and market intelligence gathering
- Researching and reaching out to Nordic companies
- Other tasks as requested by supervisors

Who Can Apply:

- Exceptional work ethic, good attitude, self-starter, ability to work independently and "Figure things out" on your own
- Excellent English (verbal and written)
- Fluency in one of the Nordic languages
- Recent graduates and bachelor/master students
- Available for a 6-month internship from early January or late June with flexible arrangements following Uni program requirements
- Prior experience (internship, exchange semester. etc) from an East Asian country is a big plus, but not required
- In line with Indonesian Immigration Law, we are not allowed to provide any monetary compensation - but you are allowed to receive grants/scholarships/student loans, etc
- Transport and accommodation are at the student's own expense

Send CV and Application to:
contact@nordchamindonesia.com

