



Committee Researcher

Job Title : Committee Researcher
Department : Food Committee, BWS Committee, IPR Committee, Fashion Committee
Period : Late July, 2023 - June, 2024; 11 months (39 hours per week)
Application Deadline : 2023.07.25

Job Description

- Monitor the latest industry regulation and news
- Assist in the general management and operation of the ECCK
- Support five committees in various sector (Food industry, IPR, Fashion, etc.)
- Conduct research on various topics related to foreign and domestic industry environment
- Translate various reports / articles; English to Korean & vice versa
- Attend meetings and draft meeting minutes
- Participate in the preparation of the ECCK White Paper
- Support various events such as IPR Conference, HR & Compliance Forum etc.

Job Requirements

- University graduate (including expected) and less than 2 years work experience
- Fluent in English and Korean (both oral and written);
- Good research & analytical skills and capacity to summarize relevant information;
- Excellent writing and communication skills;
- Proficiency in using MS Office;
- Organised, proactive, and self-confident

Application Procedure

Please send your application by email to career@ecck.or.kr by 2023.07.25

Application should include:

- Cover letter in English / Korean (max. 1 page)
- CV in English / Korean (max. 1 page)

Late or incomplete applications will not be considered.

The ECCK will only contact candidates with whom we would like to have an interview.