

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. On behalf of the German Government, GIZ currently provides advisory services to the Government of Viet Nam in three priority areas: Vocational training, Environmental policy and sustainable use of natural resources, and Energy. For further information, please visit www.giz.de/viet-nam.

With the **Macroeconomic Reform/Green Growth Programme**, GIZ directly links these priority areas of activity with Viet Nam's Green Growth Strategy in order to achieve lasting impacts in all sectors and facilitate Viet Nam's progress towards a sustainable future. The Programme aims at two principal objectives: (i) The Government of Viet Nam implements measures and actions which are well-oriented to support the environmentally and socially responsible growth in the framework of Viet Nam's Green Growth Strategy; and (ii) the macroeconomic stability is improved and capacity of government agencies is enhanced for better implementation of economic and social policies thereby contributing to the equitable and sustainable growth process in Viet Nam.

In this regard, the "Sustainable Development Goals" (SDGs) Component of the Programme supports the Ministry of Planning and Investment to implement the 2030 Agenda for the sustainable development in Vietnam. Objective of the SDG Output: Conditions for whole-of-government implementation and monitoring of the SDGs, taking into account the impact of the Covid-19 pandemic, are improved.

The Component is offering an internship opportunity with following details:

National Intern

Duty station: Hanoi, travel to provinces may be required

Duration: 6 months, until December 2022

The Intern will learn & practice by assisting the project staff in different activities:

- Support the implementation of project activities including arranging logistics for in-person/virtual events/trainings; drafting agenda and invitations, checking participants confirmation, taking meeting minutes; etc.
- Support simple tasks for studies/ research such as data collection and synthetization at the request of the Project officers and under their guidance and instructions.
- Perform press clipping & photo, and draft press releases on the Component's activities and the topics related to the Component on the GIZ website and other platforms
- Support the translation into English/ Vietnamese of technical documents and administrative documents; occasionally interpret in meetings with international staff and partners
- Other supporting tasks to other components under the Macro economic reforms/ Green growth program when available and under the coordination of the SDGs Program officers.

Minimum requirements:

- Vietnamese citizen, who are in the last year of their study or newly graduated students within 6 months upon commencement of the internship.
- Studying and/or knowledge in social science, public policy, law, economics, international relations, or development fields is an advantage
- Good English command
- Proficiency using Excel, Outlook, Word, and PowerPoint
- Good learning attitude, hardworking, ability to work very precisely

- Good sense of communication, organizational and analytical skills

Apart from a monthly allowance, successful candidates will enjoy professional and dynamic working conditions and good policies of training.

Interested candidates are invited to send the application in English, including CV, cover letter, copies of relevant certificates and references to HR at email address hr-giz@giz.de, before **10 July 2022**.

Note: Please state “**Application for an internship at the SDGs Component, Macro Programme**” in the subject line or on the envelope.

The short-listed candidates will be contacted within 1 week after the deadline. Telephone contact is not encouraged.

Please visit our page [Career Opportunities: GIZ Viet Nam](#) for more internship and job opportunities.

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