

**Brief Introduction of the Firm** [www.dzungsr.com](http://www.dzungsr.com)

**HCMC Office:** Unit 1605-16<sup>th</sup> floor, Saigon Riverside Office Center, 2A-4A Ton Duc Thang, Ben Nghe Ward, District 1, HCMC

Dzungsr & Associates LLC is a boutique shipping and ADR law firm, consisting of highly qualified Vietnamese lawyers who have assisted both international and local clients since 1997. The firm is internationally accredited as a leader in the fields of shipping and marine insurance laws as well as international commercial dispute resolution, being widely recognised within the local legal profession as well as the international business circle.

**Job Title** **Associate**

**Quantity** **2**

**Job Descriptions**

- Preparing the case files of the client, including but not limited to implementation of legalization and notarization of the documents, arrangement of the documents, etc.
- Drafting legal advices, opinions and arguments to attend court hearings to protect clients' interests;
- Acting as authorized representative or protecting lawyer at the hearing before the courts or arbitration centers;
- Meeting with clients, opponent parties and working with state authorities;
- Establishing and maintaining contact with clients to identify and understand clients' commercial objectives and legal needs;
- Providing clients with legal solutions related to maritime, international trade, commercial litigation and ADR issues;
- Other works assigned by Partners of the firm.

**Requirements**

- Holder of Vietnamese Bachelor of Law Degree (LL.B)
- Licensed to practice law in Vietnam.
- Years of practical experience: 4 years and over
- Good command of MS Office
- Fluency in oral and written Vietnamese and English
- Required skills: presentation and speaking skills

**Benefits**

- Competitive salary
- Professional working environment
- Health insurance

At Dzungsr & Associates LLC, you will be properly trained to be a specialized shipping lawyer or arbitration lawyer by leading international lawyers in the Asia Pacific Region. You will, therefore, be financially evaluated in accordance with successful level as directly accredited by our clients!

CV and relevant documents must be sent by email to [adminsaijon@dzungsr.com](mailto:adminsaijon@dzungsr.com)

Interview will be conducted in **May 2018**