



CAS Innovation Cooperation Center (Bangkok) or CAS-ICCB, is the first Chinese Academy of Sciences (CAS) overseas organization promoting global science, technology and innovation in the scope of achievements commercialization devoting as a major deployment answering the call of ASEAN Development, Thailand Eastern Economic Corridor for Innovation and the main battlefield for the national economy under the support of the Belt and Road Initiative. We will promote the high-end tech based Chinese companies and the affiliated enterprises of CAS, research institutes and universities step abroad and deepen the integration of ASEAN economies in the perspective of commercialization of national technology, industries in ASEAN region. We will intensify the cooperation in terms of ASEAN countries culture and high-skilled technical talents exchange and provide technique and policy advices to support the regional economic development and industrial upgrading and make contribution to the construction of China-ASEAN innovation community.

CAS-ICCB Thailand now has the **Project Specialist** job opening. If you enjoy working in an environment that spans across different cultures and develops people both personally and professionally, please send your application and current resume bilingual to orrasa@casiccb.com, and cc: jwwang@casiccb.com

Position Title: **Project Specialist**

Supervisor: Executive Director, Chief Operating Officer

Location: Bangkok, Thailand

Working Time: Monday to Friday, 08:30-16:30

Salary: Discuss in person

Address: No.928 Building D, Block 28 Soi Chulalongkorn 7, Wang Mai,
Pathum Wan, Bangkok, 10330, Thailand



Project Specialist

Job Description:

The Chinese Academy of Sciences Innovation Cooperation Center Bangkok (CAS-ICCB) seeks a project manager to collaborate with senior leadership and colleagues in business and cooperation projects. The role involves leading stakeholder engagement with government, research institutions, enterprises, universities, and related organizations across various sectors in Thailand, focusing on scientific research, education, training, seminar, and business matching.

Responsibilities:

- General office management
- Arranging both internal and external events
- Providing administration and marketing or business development support to supervisor
- Interaction with government, funder, academic and media representatives.
- Management of internal and external communications regarding business in Thailand.
- Contribute to development of new business opportunities.
- Mobilization of business partners and Science, Technology, and Innovation relationships, where appropriate.
- Taking meeting minutes and preparing documents related to various projects.
- Performed miscellaneous duties, which are work-related, as assigned.

Preferred Qualifications:

- Age between 25-30 years old (prioritize consideration for men initially)
- Bachelor Degree and above (graduated from China will be given special consideration)
- Language skills proficiency in Chinese, English, and Thai
- 1-2 years working experience.
- Effective public speaking skills, a good networker
- Self-motivated, business-oriented, good communication, interpersonal and negotiation skills.
- Adaptability and Resilience, Management and Engagement Skills, Multitasking Skill, Analytical thinking and Decision Making