



German-Southeast Asian Center of Excellence
for Public Policy and Good Governance
————— CPG —————

The

German-Southeast Asian Center of Excellence for Public Policy and Good Government (CPG)

is an academic institution and think tank engaged in the field of public law and good governance, formed by Thammasat University in Thailand and the German Universities of Münster, Passau and Frankfurt. Located at Thammasat University's Faculty of Law, CPG is active in teaching and research, consultancy and professional training.

To reinforce our team, we are now seeking qualified candidates for the position of a

Program Officer & Researcher (Full time).

Job description: The Program Officer & Researcher is required to

- Conduct research in politics, international relations and/or law as assigned
- Contribute to the Center's written current affairs analyses and other ongoing projects as assigned and assist in editorial work
- Organise international workshops and other meetings, disseminate research findings and policy related recommendations
- Assist in the development of academic events and publications and facilitate events in an active role
- Assist overseeing assigned grants, i.e. processing the initial proposal to handling related outputs with the team and partners and follow up with funders
- Work towards increasing the Center's reach and network
- Assist in managing and supervising junior staff and interns
- Related tasks as assigned

Requirements

- Master's Degree in Law, Political Science, International Relations, Regional Studies or related field
- Excellent command of written and spoken English is needed, Thai or German language skills would be an asset
- Preferred to have relevant professional experience, preferably with an understanding of think-tanks and the policymaking world

- Possess a demonstrated ability to conduct research and analysis independently and to develop policy papers with supervision.
- Be capable of managing multiple projects and priorities simultaneously
- Strong communication and organizational skills, flexibility, versatility, initiative, proactivity, diplomacy, dynamism and enthusiasm
- Able to work as a team member and under tight deadlines

Applications shall comprise

- a cover letter setting out briefly the candidate's motivation and suitability for the position,
- a CV with a photo picture not older than three years,
- a copy of university degree along with transcripts,
- a copy of relevant work certificates (if applicable), and
- a recommendation letter (if available).

We care about a **nice working atmosphere** for our staff members and offer an opportunity to work in a **young, international and high-performing, dynamic team** as well as a **competitive salary** according to Thai standard. Interested applicants are invited to send the application documents by post to:

Henning Glaser
Director
German-Southeast Asian Center of Excellence for Public Policy and Good Governance (CPG)
Faculty of Law, Thammasat University
2 Prachan Road
Bangkok 10200

or by Email to: careers@cpg-online.de.

For further information please contact us at **02 613 2971**.