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ASIA-EUROPE FOUNDATION



The **Cultural Exchange** department seeks to recruit a motivated **Project Executive** with excellent project management, research and communication skills. The successful candidate will assist the Department Director and the direct supervisor in developing and implementing specific projects **in the area of cultural policy**.

He/she should have a good understanding of **political issues and trends in ASEM member countries**; demonstrable academic and professional experience in related areas of work; as well as, strong interpersonal skills including the ability to effectively communicate with colleagues and interlocutors from diverse cultural backgrounds. Excellent presentation and communication skills in English are a must.

The successful candidate will primarily support the **planning and implementation of cultural policy dialogue projects** in compliance with the Department's objectives, with tasks ranging from the organisation of meetings to the production of publications.

For further details about this position please refer to the ["Careers" section of ASEF website](#)

The deadline for submissions of applications is **September 15, 2012**.

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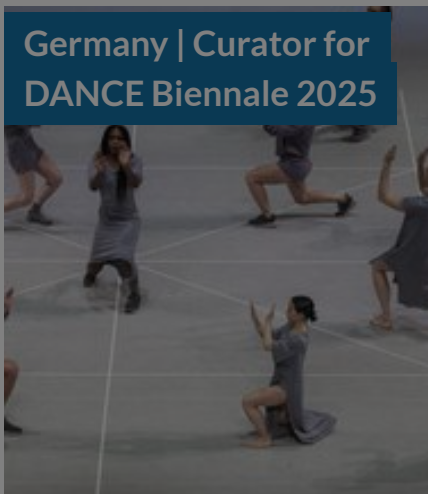
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