

## **EXECUTIVE – GOVERNMENT AFFAIRS, MARKET ACCESS AND CORPORATE AFFAIRS (GAMA/CA)**

### **A. Company Introduction:**

B. Braun Vietnam, a subsidiary of B. Braun Melsungen AG Group - one of the world's leading manufacturers of medical devices and pharmaceutical products and services - now operates one of the largest medical complex in Vietnam and has become a prestigious trademark in Vietnam healthcare market. With more than 1,400 employees nationwide, we develop high quality “made in Vietnam” products, especially our infusion solutions, dialysis solutions and plastic medical instruments have widely been used and appreciated in international and domestic markets. Every service provided by B. Braun Vietnam incorporates the entirety of our knowledge and skills, the company's deep understanding of users' needs and extensive expertise.

Our mission is to PROTECT and IMPROVE the health of people around the world. Let's become a part of the B. Braun family and share your expertise.

[www.bbraun.com.vn](http://www.bbraun.com.vn)

### **B. Job responsibilities:**

The Executive – GAMA/CA will contribute to the smooth operation of the company by engaging with governmental agencies, local authorities and key stakeholders, monitoring public policy, dealing with intermittent enquiries as well as supporting the company efforts to advocate for public policies that may have impacts on the company business.

#### **1. Support in building strong relationship with government authorities and key stakeholders**

- Actively communicate and build and maintain strong relationship with relevant authorities at central and local levels to ensure smooth operation of the plants and the company
- Support departments in conducting advocacy activities with key stakeholders when needed.
- Liaise with departments and collect insights about company products, services, activities.

- Act as a contact point with the relevant authorities and agencies: arrange schedules and agenda for meetings with those government bodies, receive inspection teams and visits, manage local community activities. Assist direct manager in finding the room in government regulations/ policies to best benefit B.Braun business.

## **2. Support public policy engagement efforts**

- Monitor public policy issues in healthcare industry on a regular basis
- Prepare reports on policy issues and its potential impacts on the company. Support direct manager to provide updates and trainings to relevant internal teams on policy impacts and approaches to cope with policy changes.
- Actively engage with colleagues, relevant working groups and government agencies in working on public policies in healthcare sector.

## **3. Efficiently deal with corporate affairs issues as assigned**

- Act as the focal point in engagement efforts with local authorities, partners regarding plant utilities/ infrastructure and intermittent issues for the smooth operations of the company and plants.
- Coordinate and support direct manager in preparing official letters, correspondences, memos, compile information and gather data for various reports ( required by the laws) for submission and explanation to the authorities.
- Coordinate community activities for B.Braun Vietnam, together with Corporate Communication, in promoting the company brand among local communities.

## **4. Other administrative tasks:**

- Receive letters from Government, record and pass to in charge person.
- Participate in organization of Company Public events (ground breaking, roofing, opening ceremonies...) when required
- Keep filling authorities' letters, and provide copy when necessary.
- Assist in organising events, seminars, press meetings for advocacy activities.

The job functions listed above are not exhaustive and may include other responsibilities as assigned by the Manager.

## **C. Job requirements:**

- Bachelor or Master degree in ideally Law or Public Policy
- 5 years or more experience in health care industry would be an advantage
- Good analytical skill
- Critical thinking
- Speak and write English fluently
- Good communication skill both in written and verbal

- Confident and diplomatic.

## D. Strive for more...

Motivated and competent employees are our most important assets. We are committed to invest in our people, through continuous career development, on-the-job training and professional qualifications. The opportunities are endless at B. Braun as we are in a continuous growth phase. You can really drive your own career here and are trusted to do a fantastic job.

Whatever role you are in, you are in some way, shape or form contributing to protecting and improving the health of people around the world. We love to see that you genuinely make a difference.

## E. How to apply

Please send your updated CV to: [recruitment.vn@bbraun.com](mailto:recruitment.vn@bbraun.com)

## F. For more information, please visit:

 [www.bbraun.com.vn](http://www.bbraun.com.vn)

 [www.facebook.com/bbraunvn](http://www.facebook.com/bbraunvn)

 [www.linkedin.com/in/bbraunvncareer/](http://www.linkedin.com/in/bbraunvncareer/)

Or contact our Hotline: +84 24 3357 1616 (Ext. 1129)

*“Candidates are always welcome at B.Braun Vietnam. We are an equal opportunity employer and commit to ensure fairness and transparency during selection process as well as in your development later on with us”.*