



JAC Recruitment

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JAC Recruitment Vietnam

PR/096181 | Junior Associate

Job Information

Recruiter

[JAC Recruitment Vietnam Co., Ltd](#)

Job ID

1609374

Industry

Legal

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

September 22nd, 2026 14:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Fluent

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Company And Job Overview

JAC's client, a leading law firm, is looking for a Junior Associate position.

Working location: Ho Chi Minh City

Job Responsibilities

- Conduct research on laws, regulations, and relevant legal developments;
- Draft and review basic legal advice, agreements, and other legal documents;
- Prepare newsletters and develop presentation materials for seminars;
- Provide support to other legal team members as required; and
- Perform additional tasks assigned by Senior Associates from time to time

Requirements

- At least 4 years of relevant professional experience and hold a valid practicing license.
- Graduated from top-tier law universities in Vietnam.
- Strong English proficiency, including written and verbal communication skills.

Benefits

- Comprehensive healthcare insurance provided by a leading insurance provider.
- 13th-month Tet bonus.
- Annual performance evaluation, with eligibility for a performance bonus and salary adjustment based on individual performance and contributions.

Interested applicants, click **APPLY NOW**
#LI-JACVN

Notice: By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

Privacy Policy Link: <https://www.jac-recruitment.vn/privacy-policy>
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Company Description