

# 2016 LOTTE Group Recruitment (Vietnam & Indonesia)

## Applicant's Requirements

- Bachelor degree or above
- Possibly joining in company as below
  - Internship participants : From Jan 2017 (Lotte Department Store, Lotte Center Hanoi, Lotte Mart)
  - Non-internship participants : From Feb 2017 (PT. Lotte Chemical Titan Nusantara)

## Job Openings

Nationality	Company	Job	Preferred Major	Job Description	Language	Certificate/Skill
Vietnam	Lotte Department Store (Hanoi)	Sales	Economics, Business Administration, Trade, Law, English, etc	<ul style="list-style-type: none"> <li>· Training and supervising for brand staffs</li> <li>· Handling customers' complaints</li> <li>· Managing and analyzing daily sales data</li> </ul>	English Korean (Preference)	MS-office (preference)
		Sales Management	Marketing, PR	<ul style="list-style-type: none"> <li>· Market Research &amp; Needs Analysis for potential customers</li> <li>· Developing marketing Strategy (Event, Mailing service, etc.)</li> <li>· Managing customer satisfaction</li> </ul>		
		Finance	Finance	<ul style="list-style-type: none"> <li>· Managing finance and accounting data</li> <li>· Tax accounting and fund Management</li> <li>· Regular Financial Reporting</li> </ul>		
		Sales Support	Business Administration, Korean, English language	<ul style="list-style-type: none"> <li>· Providing general administrative assistance as needed such as security and cleaning</li> <li>· Operating rental management service such as fine dining restaurants</li> <li>· Supporting mall maintenance</li> </ul>		
		Customer Service	Business Administration, Korean, English language	<ul style="list-style-type: none"> <li>· Providing training on service skills and management.</li> <li>· Dealing with complaints properly from customers</li> <li>· Monitoring customer service problems and attitude issues of brand staffs</li> </ul>		
	Lotte Center Hanoi (Hanoi)	Marketing (Office Leasing)	Marketing, Economics, PR	<ul style="list-style-type: none"> <li>· Performing ongoing market research and making building screening strategy</li> <li>· Searching potential customers for residence leasing, and negotiating the rental fee to meet the sales goal</li> <li>· Writing general documents as needed within the team</li> </ul>	English (Preference)	-
		Marketing (Served Resided Leasing)	Marketing, Economics, PR	<ul style="list-style-type: none"> <li>· Performing ongoing market research and making building screening strategy</li> <li>· Searching potential customers for residence leasing, and negotiating the rental fee to meet the sales goal</li> <li>· Writing general documents as needed within the team</li> </ul>		
		Marketing (Observation Deck)	Marketing, Economics, PR	<ul style="list-style-type: none"> <li>· Performing ongoing market research</li> <li>· Searching potential customers for leasing the Observation Deck stores</li> <li>· Organizing &amp; PR monthly Observation Deck events</li> <li>· Writing general documents as needed within the team</li> </ul>		
	Lotte Mart (HCM)	Product Strategy	Economics, Business Administration	<ul style="list-style-type: none"> <li>· Define and develop commercial KPI Metrics including product, cost down and inventory KPI</li> <li>· Conduct category management</li> <li>· Managing stock control to minimize the costs of ordering and holding inventory</li> </ul>	English Korean (Preference)	-
		Marketing	Marketing, Design, Advertising, Business Administration	<ul style="list-style-type: none"> <li>· Making paper based commercial advertisement</li> <li>· Developing retail marketing strategy with advertisement skill.</li> <li>· External market research for the potential customers, market conditions, and competitors to deal with the new trend</li> </ul>		
		Human Resources	Law, Labor Management	<ul style="list-style-type: none"> <li>· Conducting general HR activities such as recruitment, C&amp;B, issuing documents, etc.</li> <li>· Assisting with day to day operations of the HR functions and duties</li> <li>· Dealing with employee requests regarding human resources issues, rules, and regulations</li> </ul>		
Indonesia	Lotte Department Store (Jakarta)	Sales	Business Administration, Marketing	<ul style="list-style-type: none"> <li>· Manage brand in department store daily, weekly, monthly</li> <li>· Create sales analysis report</li> <li>· Manage quality service of frontline employee (SPG/SPB)</li> <li>· Understand store VM and supervise SPG/SPB to manage VM of their store</li> </ul>	English Korean (Preference)	Microsoft office especially excel and powerpoint (Preference)
		Merchandising Planning	Business Administration, Fashion, Marketing	<ul style="list-style-type: none"> <li>· Find new brand to be put in Department Store</li> <li>· Manage in/out brand to/from Department Store</li> <li>· Assist manager to negotiate with brand/supplier</li> <li>· Analyze sales and create report</li> </ul>		
		Marketing	Business Administration, Marketing, Public Relation, Graphic Design	<ul style="list-style-type: none"> <li>· To be put in promotion or event department</li> <li>· Execute planned event/promotion</li> <li>· Create article for newspaper</li> <li>· Manage social media</li> </ul>		
		Accounting	Finance Accounting	<ul style="list-style-type: none"> <li>· Check AP Document</li> <li>· Help payment process</li> <li>· Making financial statements</li> </ul>		
		Facility	Electrical Engineering, Mechanical Engineering	<ul style="list-style-type: none"> <li>· Handle all work related to electrical in Shopping Mall &amp; Dept. Store (Electricity, Telephone, Preventive and regular checking)</li> <li>· Handle all work related to mechanical in Shopping Mall &amp; Dept. Store (AC, Elevator, Escalator)</li> </ul>		
	PT Lotte Chemical Titan Nusantara (Merak)	Process Engineer	Chemical Engineering	<ul style="list-style-type: none"> <li>· Finished assign tasks in a safe and proper manner while optimizing value added on general area and cost saving program.</li> <li>· Learning all production aspects, including standardization and production methods, increasing plant reliability, and optimization</li> </ul>	English Korean (Preference)	-
		Electrical Engineer	Electrical Engineering	<ul style="list-style-type: none"> <li>· Supervising, controlling and reporting electrical maintenance works/projects to comply electrical maintenance objectives &amp; metrics safely, effectively, efficiently, timely and within budget, in achieving high plant reliability and availability.</li> </ul>		

\* Please note that each company has different employment conditions

## Recruitment Process



## How to Apply

- Application Period : 11th Oct ~ 31st Oct
- Website : Online apply via Lotte Job Portal [ <http://lotterecruit.saramin.co.kr> ]

## Reference

- All the positions are locally hired by subsidiaries in Vietnam and Indonesia.
- Working conditions (position level, C&B, etc.) are in accordance with HR policy of each subsidiary.
- Interview will be conducted in Korea only for the applicants who currently live in Korea.