

fram

as is the **biggest supplier of plastic technology** for the sports footwear industry worldwide, developing and producing plastic components for leading brands including Adidas, Nike and New Balance. The head office is based in Pirmasens, Germany since 1948 and encompasses **several production facilities in Asia**. While being defined by technical innovation, the fram

as culture is also heavily focused on the **personal development** and **career advancement of every team member**. With an all in one concept offering in-house development, mold making and injection molding as well as a background in last making there are always new and challenging opportunities at fram

as for new team members to join an ever-growing industry.

As of now we are looking for **several graduates in business administration** to join our subsidiary fram

as Vietnam Ltd. (near Ho Chi Minh City) for the following position:

## Junior Financial and Administrative Executive (m/f)

Other possible fields of employment are:

**Key-Account-Management**

**Controlling**

**Logistics**

**Contact person:** Mr. Maximilian Wolf **E-Mail:** maximilian.wolf@fram

as.com  
**Required documents:** CV, letter of application, diploma/certifications

### What you can expect:

- Daily support with administrative tasks of the factory for the BOD
- Supervise and support regular financial and operative reporting
- Ad-hoc reporting and preparations of presentations
- Support operative Controlling
- Support financial planning and Budgeting
- Implementation and supervision of management systems and processes
- Supervision and controlling of business transactions and processes
- Supervision and controlling of purchasing activities
- Management and supervision of non-regular projects
- Supervision and controlling of target KPI's for all departments

### What we expect:

- University's degree in business administration (Bachelor or Master) or similar
- Very good language skills in English (speaking, reading, writing)
- Good communication skills
- Motivated to pursue a long-term career in Asia
- Experienced in handling MS Office programs
- International experience, working or travelling (beneficial)
- Familiarity with guiding staff and teams (beneficial)
- Additional languages: German, Chinese, Bahasa-Indonesia, Vietnamese, Portuguese (beneficial)

### What we offer:

- A secure workplace with development opportunities in an international family business
- Pleasant working atmosphere in an international and friendly team with flat hierarchies
- Diversified tasks and continuous improvement mindset
- Attractive compensation and training opportunities
- Forward thinking and modern organizational culture

### Other admission possibilities are:

- **Bachelor's/Master's thesis**
- **Internship**