



WE'RE RECRUITING

About CIETAC and CIETAC Hong Kong:

Established in 1956, China International Economic and Trade Arbitration Commission (CIETAC) is the most experienced and largest arbitration institution in China, which has independently and impartially resolved more than 40,000 commercial and trade disputes by means of arbitration. CIETAC Hong Kong Arbitration Center (CIETAC Hong Kong) was established in 2012 and is CIETAC's first branch outside the Chinese mainland. CIETAC Hong Kong operates under the common law system of Hong Kong and administers arbitration cases under the auspices of CIETAC. It also conducts research and development of the best international practice of commercial and investment arbitration.

Job opening:

Counsel and Deputy Counsel

Requirements:

- Advanced degree in law from a recognised university;
- (Counsel) Admission to practice law in both common law and civil law jurisdictions;
- (Counsel) Minimum 3 years or (Deputy Counsel) minimum 1 year of professional experience in arbitration/ dispute resolution (experience in a reputable international law firm or another leading international arbitral institution is preferred);
- Proficiency in written and spoken English and Chinese (Mandarin) is required and proficiency in spoken Cantonese is an advantage;
- Strong communication and interpersonal skills;
- Excellent analytical and drafting skills and with attention to detail;
- (Counsel) Strong team management experience; and
- Pro-active, responsible and problem-solving work ethic.

Key responsibilities include (but are not limited to):

- Managing case administration and drafting case related documents under CIETAC Arbitration Rules and CIETAC International Investment Arbitration Rules;
- (Counsel) Speaking in capacity building programs such as in seminars, workshops and conferences held in Hong Kong, Chinese mainland and other jurisdictions (especially Belt and Road jurisdictions);
- Publishing materials on topics related to CIETAC and/or latest developments in international dispute resolution;
- Research and development on new instruments of international arbitration; and
- Representing CIETAC Hong Kong at external meetings and events.

To apply:

Send your application along with cover letter and CV to hk@cietac.org.



中国贸仲委香港仲裁中心
CIETAC Hong Kong Arbitration Center