



**SMARTER  
WORKING  
FORCES  
JOINING**

A VERSATILE  
YOU IS  
BREWING

**Carlsberg**  
Group

**POSITION: CSR DEVELOPMENT MANAGER**

**DEPARTMENT: CORPORATE AFFAIRS**

**LOCATION: VIENTIANE HEAD OFFICE**

## KEY RESPONSIBILITIES

- Develop and implement the initiate CSR activities.
- Initiative and operate the CSR monthly activities as its monthly agenda.
- Develop the scholarship to be more practical and returnable result for LBC image.
- Internal activities with other departments on employee engagement.
- Plan and drive the responsible drinking activities as plan.
- Manage and develop CSR booth and road show.
- Develop and initiative design the CSR activities and artwork as required.
- Ensure all activities and events of CSR activities are properly PR or well communicated by CA communication.
- Project tracking end to end and evaluation.
- Initiative the LBC projects such as volunteer, schooling activities, with 6 villages ....so on.
- Cooperate and analysis the communication channel whether it is in the right tracks when CSR activities completion.
- Support on corporate purpose with legal team to make sure all documents that links to CSR purpose are registered and compliance.
- Support and ensure donation, gift and CSR activities are process under LBC legal standard and requirements.

## QUALIFICATION REQUIRED

- Bachelor's degree in business administration, marketing, media communication and related field.
- Minimum 2 years' working experience in Corporate Affairs, Corporate Social Responsibility, and Society support or Community Relations.
- Experience in creation and execution the CSR activities with community and partners.
- Experience in CSR Activities creating and implementing will be advantageous.
- Experience in budget planning and control department expenses.
- Experience in creating and implementing for value the corporate branding will be advantageous.
- Good communication, interpersonal, and relationship building skills.
- Good analytical and problem-solving skills.
- Good project management and organizational skills.

## HOW TO APPLY

Submit your updated CV and cover letter (in English) to [recruitment@beerlao.la](mailto:recruitment@beerlao.la) before the application deadline on **30 July 2024**. For more detail, please contact our recruitment team: Mobile 020 56556272 (call only) working day (Mon - Fri 8:00 - 5:00)

**Noted:** Only shortlisted candidates will be contacted for interview



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