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The St.Gallen Institute of Management in Asia (SGI) of the University of St.Gallen hires for its Asian hub located in the historic heart of SINGAPORE a

Programme Manager
(100% position)

per December 1st , 2022, or mutual agreement.

The position is suited for candidates with a willingness to work with young people and to support their learning journey. We are looking for a teamplayer with excellent communication skills and experience in working in international teams.

Tasks and responsibilities
- Join a dedicated team to represent one of the best European Business Schools in Singapore and to further develop the University's presence in Asia
- Support the institute's teaching programmes including organizing of events, handling student matters and being the contact person for different educational programmes
- Further develop the institute's projects and marketing activities incl. social media

Qualification, work experience, and skills
- Diploma or Degree from a recognised Higher Institution
- Preferably at least 3 years of work experience / Work experience in the educational sector is an advantage
- Excellent communication, writing, and interpersonal skills
- Pro-active approach to problem solving and good organizational skills

The University of St.Gallen concentrates Asia-related academic activities in Singapore at its St.Gallen Institute of Management in Asia (SGI-HSG). Further information regarding the institute's recent activities can be found at: www.singapore.unisg.ch

Applications should include a motivation letter, a transcript of grades and a CV.
All applications should be submitted electronically latest by November 5th, 2022 to singapore@unisg.ch.

University of St.Gallen | St.Gallen Institute of Management in Asia Pte Ltd |
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