

[모집요강]

No	Function	Business	Department	직 무 분 야
1		GE Ultrasound (성남)	OPSI	Logistic and Material Control Analysis
2		GE Ultrasound (화성)	Direct Sourcing	Sourcing Support Specialist - DGS
3		GE Ultrasound (화성)	Global Supply Chain	Material Control Specialist - DGS
4		GE Water & Process Technologies	Sales	Sales Support
5		Global Offshore Marine	Sales	Sales Support
6		Healthcare	Service	Trade & Customs_Medical device
7	Business Excellence	Healthcare	Life Science - Legacy	Healthcare - Life Sciences
8		Healthcare	Regulatory Affairs	Healthcare - Regulatory Affairs
9		Oil & Gas	CommOps CAE	CommOps CAE - Sales Application Engineering
10		Power & Water	PGP Power Generation Products - Customer Project	Customer Project Management
11		Power & Water	Power Generation Services - PSP	Project Management
12		Power & Water	Power Generation Services	Engineering Support
13		GE Ultrasound (성남)	Mechanical Engineering	Mechanical Design & Support
14	Engineering	GE Ultrasound (성남)	Software Engineering	Software Development and Verification
15		GE Ultrasound (화성)	Service & Apps Engineering	Manual Restructuring - Technical Writer - DGS
16		Corporate	Tax	Tax
17		GE Capital JVs	FP&A	Financial Planning & Analysis
18		Global Growth Organization	FP&A(A)	Financial Planning & Analysis - Cost
19	Finance	Global Growth Organization	FP&A(B)	Financial Planning & Analysis - Commercial
20	i indirec	Global Growth Organization	Controllership	Controllership
21		Global Growth Organization	B2P	Account Payable
22		Healthcare	Finance-Controllership	Finance Controllership
23		Healthcare	Finance	Finance
24	IT	Global Growth Organization	IT	IT Application Analyst
25	11	Global Growth Organization	ІТ	IT Client Service and Infrastructure
26		Global Growth Organization	Government Affairs & Policy	Business Analyst
27	Public Affairs/ Communication	Global Growth Organization	PA/Communication	Digital Communication
28		Global Growth Organization	PA/Communication	External Communication

29		Healthcare	PA/Communication	Healthcare - Communication
30	Risk Management	GE Capital JVs	Risk management	Risk Regulatory/Governance Support
31		Healthcare	DI Sales	Diagnostic Imaging equipment, Sales
32		Healthcare	Flow Business	Sales & Marketing (Flow Business)
33	Calaa	Healthcare	Ultrasound	Sales & Marketing (Ultrasound)
34	Sales	Oil & Gas	Sales	Sales Support & Coordination
35		Power & Water	EPC (Engineering, Procurement, and Construction) Korea	Sales/Marketing/Business Support
36		Healthcare	Life Science - Legacy	Product Marketing (Life Science – Legacy)
37		Healthcare	Life Science - Core Imaging	Core Imaging, Marketing
38		Healthcare	Marketing	Diagnostic Imaging, Marketing
39	Marketing	Lighting	Marketing	Product Management, Marketing
40		Lighting	Marketing	B2C Marketing
41		Oil & Gas	Marketing	Marketing
42		Global Growth Organization	Marketing (2 명)	Market/Business Research and Analysis, Intellectual Property Analyst
43	HR	Corporate	Learning & Development	Crotonville Leadership / Training Support

[분야 별 상세 직무기술서]

#1. GE Ultrasound (성남)_Logistic and Material Control Analysis

#1	Function	Business	Department					
#1	Business Excellence	GE Ultrasound (성남)	OPSI					
Project / Assignment								
- Place PO's to min	Place PO's to minor suppliers							
 Back up OTR orde 	er process							
- Lead import trans	sportation cost savings project	S						
- Manage data inp	uts for GIB and GAB							
Qualification / Desired								
- Preferred Major: (Dpen							
- High professional	interest in Supply Chain Mana	igement						
- Strong interperso	nal, communication and prese	entation skills						
- Computer skills (N	1S PowerPoint, Excel, Word)							
- Fluent English in I	Fluent English in both verbal and written.							
- Team player	Team player							
- Self-motivated	Self-motivated							
- Work location : Se	Work location : Seongnam							

#2. GE Ultrasound (화성)_Sourcing Support Specialist - DGS

#2	Function	Business	Department					
#2	Business Excellence	GE Ultrasound (화성)	Direct Sourcing					
Project / Assignment	Project / Assignment							
- Assist on Sourcing	g projects (supplier transfer, GE	QMS, VCP)						
- Setup & consolido	ating sourcing data							
- Oracle setup								
- Support on gener	al sourcing work process-adm	in work						
- Support on RoHS	Support on RoHS compliance preparation							
- Liaison with Supp	liers							
Qualification / Desired								
- Preferred Major: (Dpen							
- Strong interperso	Strong interpersonal, Communication skills							
- Good Computer s	Good Computer skills (MS PowerPoint, Excel, Word)							
- Fluent English in b	Fluent English in both verbal and written							
- Work location : Hy	- Work location : Hwasung							

#3. GE Ultrasound (화성)_Material Control Specialist - DGS

#3	Function	Business	Department			
#5	Business Excellence	GE Ultrasound (화성)	Global Supply Chain			
Project / Assignment						
- Experience & Sup	port on Supply Chain					
- Overall material o	rdering and availability manag	gement				
- Expedite part sho	rtages in consideration of cost	and transit time				
- Communication v	vith suppliers					
- OTR experience &	Support					
- Production / Prod	uction Engineering experience	& support				
Qualification / Desired						
- Preferred Major: C)pen					
- Strong interperso	Strong interpersonal, communication skills					
- Computer skills (M	Computer skills (MS PowerPoint, Excel, Word)					
- Fluent English in b	Fluent English in both verbal and written.					
- Work location : H	wasung					

#4. GE Water & Process Technologies_Sales Support

#4	Function	Business	Department
	Business Excellence	GE Water & Process Technologies	Sales
Project / Assignment		·	

Project / Assignment

- Take regular training about water treatment general and process chemical application

- Support account managers about basic customer data management system for service project
- Supports account manager with sampling, chemical treatment, inventory checking and other works at customer site
- Product Delivery with FSR
- Basic water Analysis
- Abstract of the related context in chemical journal and distribute it to employee

- Preferred Major : Chemical Engineering
- Strong interpersonal, communication skills
- Computer skills (MS Excel, Word)
- Fluent English in both verbal and written
- Work location : Yeosu

#5. Global Offshore Marine_Sales Support

#5	Function	Business	Department			
#5	Business Excellence	Global Offshore Marine	Sales			
Project / Assignment						
- Sales support for	GOM Key Acct Managers					
- Support GOM's M	arine and shipbuilding market	research and customer survey	(VoC)			
- Communication s	support & coordination – GOM	Colab, GOM Live, GOM Newslet	ter			
- Proposal data ba	se update and management					
- GOM employee m	neeting planning and support					
Qualification / Desired						
- Preferred Major: (- Preferred Major: Open					
- Strong interperso	nal, communication skills					
- Computer skills (N	Computer skills (MS PowerPoint, Excel, Word)					
- Fluent English in l	Fluent English in both verbal and written					
- Work location : Bu	- Work location : Busan					

#6. Healthcare_Trade & Customs - Medical Device

#6	Function	Business	Department				
#6	Business Excellence	Healthcare	Service				
<u>Project / Assignment</u> - Support on FTA project - Support on R12 Oracle upgrade project							
<u>Qualification / Desired</u> - Preferred Major: (- Strong interperso - Computer skills (N	Dpen nal, communication skills 1S PowerPoint, Excel, Word) both verbal and written						

#7. Healthcare_Healthcare - Life Sciences (Legacy)

#7	Function	Business	Department				
#7	Business Excellence	Healthcare	Life Science - Legacy				
Project / Assignment							
- Technical Transla	tion for eLearning (Korean ver.)	course in LiSA					
- Assist on updating	g Korean version of Technical v	vebsite					
- Assist on prepara	tion of User workshops and KA	M activities					
- Assist on analysis	of support activity (CRM, Bridg	e) and tNPS measurement					
- Support Lab carir	g according to EHS guideline						
- Support Demo mo	achine handling and utilization	report					
Qualification / Desired							
- Preferred Major: E	- Preferred Major: Bio-Science, Molecular Biology or Chemistry						
- Strong Interperso	Strong Interpersonal and Communication skills						
- Computer skills (M	Computer skills (MS PowerPoint, Excel, Word)						
- English in both ve	English in both verbal and written						
- Work location : Se	eoul						

#8. Healthcare_Regulatory Affairs

#8	Function	Business	Department			
#0	Business Excellence	Healthcare	Regulatory Affairs			
Project / Assignment						
- Manage and ass preparation	ist on QARA projects such a	s 2015 KGMP audit/ local lat	beling & Work instruction			
- Support on Techr	ical File preparation					
- Support on gener	al RA processes & Documenta	tion				
- Learn & research	Korea & Foreign Medical devic	e regulations, GEHC's product	lines			
Qualification / Desired						
- Preferred Major: (Preferred Major: Open					
- Strong interperso	Strong interpersonal, communication skills					
- Computer skills (N	Computer skills (MS PowerPoint, Excel, Word)					
- Fluent English in b	Fluent English in both verbal and written					
- Work location : Se	- Work location : Seoul					

#9. Oil & Gas_CommOps CAE - Sales Application Engineering

#0	Function	Business	Department			
#9	Business Excellence	Oil & Gas	CommOps CAE			
Project / Assignment						
- Support Commer	cial Operation team					
- Managing data m	narket and supporting order en	try				
- Support documer	ntations including shipping, inv	oicing and finance systems				
- Prepare and part	icipate in departmental training	g programs				
Qualification / Desired						
- Preferred Major: E	- Preferred Major: Engineering or Business degree preferred					
- Strong interperso	nal, communication skills					
- Computer skills (N	Computer skills (MS PowerPoint, Excel, Word)					
	Fluent English in both verbal and written					
· ·	ooth verbal and written					

#10. Power & Water_Customer Project Management

	Function	Business	Department					
#10	Business Excellence	Power & Water	PGP Power Generation Products - Customer Project					
Project / Assignment	Project / Assignment							
- Supporting PMs f	or documents arrangement & o	control related to all PGP proje	cts in KR					
- Schedule coordin	ation/meeting arrangements f	or Ex & Internal Customer						
- Supporting comm	nunications with EPCs and inte	rnal stakeholders						
- Distribution of teo	chnical issues to each PMs							
- preparation of Vis	sa documentation, application	for visitor						
- Draft translation	for customer letter from KR to	English						
Qualification / Desired								
- Preferred Major: E	- Preferred Major: Business Administration, Mechanical Engineering or equivalent engineering							
- Skilled in MS Offic	Skilled in MS Office : PowerPoint, Excel, Word							
- Fluent English in I	Fluent English in both verbal and written							
- Proactive attitude	- Proactive attitude and Team player							
- Work location : Pa	- Work location : Pangyo							

#11. Power & Water_Project Management

	Function	Business	Department	
#11	Business Excellence	Power & Water	Power Generation Services - PSP	
Project / Assignment - Support PSP project (valpack, densepack) implementation - Assist PSP regional scale meeting preparation - Manage actual project cases (contract, deal definition, tax) - Support outage execution by utilizing GE process				
- Analyze business dynamics in Korea Energy market				
Qualification / Desired - Preferred Major: Engineering more preferable - English communication in official meetings (verbal & written) - Computer skills (MS PowerPoint, Excel, Word) - Work location : Pangyo				

#12. Power & Water_Engineering Support

	Function	Business	Department		
#12	Business Excellence	Power & Water	Power Generation Services		
Project / Assignment					
- Support custome	er service activities				
- Support field serv	vice activities for maintenance	work at the site			
- Assist RMA/FA wo	arranty process				
- Assist PGS activit	- Assist PGS activities				
- Support Contract	- Support Contract fulfillment				
Qualification / Desired					
- Preferred Major: Mechanical or Electrical Engineering					
- Strong interperso	- Strong interpersonal, communication skills				
- Computer skills (N					
- Fluent English in l	- Fluent English in both verbal and written				
- Work location : Pangyo					

#13. GE Ultrasound (성남)_Mechanical Design & Support

#13	Function	Business	Department	
#15	Engineering	GE Ultrasound (성남)	Mechanical Engineering	
Project / Assignment				
- Mechanical desig	n			
- Support on gener	al Mechanical work process			
- Design change (E	CR/ECO) support			
- Rohs data gather	- Rohs data gathering			
Qualification / Desired				
- Preferred Major: Mechanical Engineering				
- CAD Tools :I-DEAS	- CAD Tools :I-DEAS, Pro-e			
- Computer skills (N	- Computer skills (MS PowerPoint, Excel, Word)			
- English in both ve	- English in both verbal and written			
- Work location : Seongnam				

#14. GE Ultrasound (성남)_Software Development and Verification

#14	Function	Business	Department		
#14	Engineering	GE Ultrasound (성남)	Software Engineering		
Project / Assignment					
- Test and debug s	oftware defect				
- Execute software	reliability test				
- Internal verification	on for software unit				
- Support software	- Support software design control process				
Qualification / Desired					
- Preferred Major: Computer Science, S/W Engineering					
- Good interperson	- Good interpersonal, communication skills				
- Software Langua	- Software Language skills (MFC, C, C++, C#)				
- English skill read	English skill read and write				
- Work location : Se	- Work location : Seongnam				

#15. GE Ultrasound (화성)_Manual Restructuring - Technical Writer - DGS

#15	Function	Business	Department		
	Engineering	GE Ultrasound (화성)	Service & Apps Engineering		
Project / Assignment					
5	st on technical publication ta				
- Service Manual /	nstallation Manual / Pre-Inst	allation Manual			
- Co-working with a	- Co-working with core engineering team for restructuring manuals as technical writer				
<u>Qualification / Desired</u>					
 Preferred Major: C 	- Preferred Major: Open				
 Strong interperso 	- Strong interpersonal, communication skills				
- Computer skills (M	- Computer skills (MS PowerPoint, Excel, Word)				
- Fluent English in v	- Fluent English in written				
- Work location : H	wasung				

#16. Corporate_Tax

#16	Function	Business	Department
#10	Finance	Corporate	Ταχ

Project / Assignment

- Assist on tax projects and issues mainly regarding the corporate income tax, VAT, etc.
- Support on general tax operating process (ex. tax filings and controllership/compliance) and on the tax audits

- Preferred Major: Finance / Accounting / Tax
- Strong interpersonal, communication skills
- Computer skills (MS PowerPoint, Excel, Word)
- Fluent English in both verbal and written
- Work location : Seoul

#17. GE Capital JVs_Financial Planning & Analysis

#17	Function	Business	Department		
#17	Finance	GE Capital JVs	FP&A		
Project / Assignment					
- Project based wor	k, including creating JV financ	ials database for easy access	to accurate JV data		
- Monthly JV financ timely JV data	ials such as NB ROA, Product	P&L update as actual data rea	ceived from JV to manage		
- 4Q/closing & OP re	eview back-up preparation an	d supporting HQ submissions			
- Internal FAS91 ma	nthly update & GE IBS analysi	s to track SG&A data			
- Various support or	n HQ routine reporting and ad	hoc requests			
- Regular tasks ind documents	- Regular tasks including FX rate update, monthly phonebook directory update, and sending T&				
Qualification / Desired					
- Preferred Major: O	pen				
- Strong self-drive to	- Strong self-drive to learn and execute				
- Good computer sk	- Good computer skills (MS PowerPoint, Excel, Word)				
- Fluent English in b	- Fluent English in both verbal and written				
- Work location : Seoul (Yeouido)					

#18. Global Growth Organization_Financial Planning & Analysis - Cost

	Function	Business	Department		
#18	Finance	Global Growth Organization	FP&A		
Project / Assignment					
- Support cost ana	lysis for GGO/GOF/GOP on a m	onthly basis			
- Manage volume r	naster file and internal billing o	lata			
- Support annual b	udget planning				
- Support quarter o	closing report preparation (Bas	e cost & Funding)			
- Support cost das	nboard distribution				
- Support logistics	- Support logistics in various finance activities/events				
	 Complete 2~3 finance-related projects for 6 months focused on simplification / imagination / innovatio (report out at end of internship) 				
Qualification / Desired	Qualification / Desired				
- Preferred Major: L	- Preferred Major: University degree in business, finance, accounting or a related area				
- Strong attention t	o detail and, good interperson	al & communication skills			
- Quick learner					
- Able to grasp nev	v concepts and processes quic	kly; Ability to work well under p	pressure		
- High proficiency l	High proficiency level in MS Office (PowerPoint, Excel, Word)				
- Fluent English in b	ooth verbal and written (prefer	red but not required)			
- Work location : Se	- Work location : Seoul				

#19. Global Growth Organization_Financial Planning & Analysis - Commercial

	Function	Business	Department	
#19	Finance	Global Growth Organization	FP&A	

Project / Assignment

- Support Korea deal pipeline analysis utilizing Pipeline Analytics Tool
- Own 2~3 finance-related projects for 6 months (report out at end of internship)... Simplification initiatives, business/industry product analysis, finance template automation (Excel Macro) etc.
- Support quarter closing deck preparation (Revenue & Orders)
- Support GE Korea Simplification projects (Data gathering, analysis)
- Support logistics in various finance activities/events

Qualification / Desired

- Preferred Major: University degree in business, finance, accounting or a related area
- Strong attention to detail and, good interpersonal & communication skills
- Quick learner able to grasp new concepts and processes quickly; Ability to work well under pressure
- High proficiency level in MS Office (PowerPoint, Excel, Word)
- Fluent English in both verbal and written (preferred but not required)
- Work location : Seoul

#20. Global Growth Organization_Controllership

	Function	Business	Department		
#20	Finance	Global Growth Organization	Controllership		
<u> Project / Assignment</u>					
 Support closing 	by tracking accrual accounts st	atus			
- Support control	ler by gathering data from busin	ess			
- Support to revie	ew & implement controllership pr	ocesses			
- eT&L System Co	oncur support				
- Manage HD Coi	p. credit card expense				
- Get training ses	sion for Concur update performe	ed by Genpact India			
- Perform custom	- Perform customer service to employees regarding daily operations				
- Filing & Attachn	nent of T&L voucher				
- T&L report colle	ction				
Qualification / Desired					
- Preferred Major	: University degree in business, fi	inance, accounting or a related	d area		
- Strong attention	n to detail and, good interperson	al & communication skills			
- Quick learner					
- Able to grasp ne	ew concepts and processes quic	kly; Ability to work well under p	pressure		
- Computer skills					
- Fluent English ir	n both verbal and written				
- Work location :	Seoul				

#21. Global Growth Organization_Account Payable

	Function	Business	Department	
#21	Finance	Global Growth Organization	B2P	
Project / Assignme	ent			
	Buy 2 Pay (B2P) process works for Glo Goods/Service Receipts	obal Ops Finance : Creation of	Purchase Requisition and	
- New Ver	dor Creation / Existing Vendor mainten	nance Request in Oracle		
 Support Payroll & Benefit (P&B) : Creation of Purchase Requisition for GE entities/GME volume & cos allocation/ KHMS website administrator role 				
- Other Pr	- Other Project supports i.e. T&L			
 Administrative supports for Global Ops Finance team i.e. Monthly all staff meeting, Finance workshop coordination of purchasing process of office supplies, cantin, Invitation letter preparation, DHL supports. 				
Qualification / Des	ired			
	 Preferred Major: Business Administration/Accounting (Finance related) 			
- Strong ir	Strong interpersonal, communication skills, Data accuracy			
- Compute	Computer skills (MS PowerPoint, Excel, Word)			
- Good En	- Good English in both verbal and written			
- Work loc	- Work location : Seoul			

#22. Healthcare_Finance Controllership

#22	Function	Business	Department		
#22	Finance	Healthcare	Finance-Controllership		
Project / Assignment					
Account reconciliation supp					
	locumentation for OVC accoun				
	reconciliation audit by sample	basis			
•	lling for Finance team				
 Manage SSP proc 	ess for CFN deals, stationary/c	other purchases in Finance			
- SCORE (contract r	review) system management:				
- Work with Comm	ercial Controller to manage pre	e-approved contract			
 Lead contract rev 	view process audit				
- AR/AP/T&L docun	nent control:				
- Facilitate Blackbo	x process for AR/AP/T&L docur	ment			
- Quarterly MJE an	- Quarterly MJE analysis				
- Prepare MJE anal	ysis once quarter close is com	pleted			
- Present the result	and action items				
- Lead action item	- Lead action item closure with the relevant owners				
- Vendor master fil	- Vendor master file update				
- Update bank info	- Update bank information in vendor master file for Oracle system				
1					

Project

- Tax Audit action items
 - Work with C'ship and other functions members to implement necessary changes identified during Tax Audit
- Vendor master reconciliation
 - Reconcile vendor master in SSP and Oracle PO/AP
 - Update the master file as necessary (work with respective functions)
 - Establish going forward clean-up process (e.g. owner, timing, depository)
 - Complete SOP for master file update as well as reconciliation processes

Qualification / Desired

- Preferred Major: Accounting/Finance
- Strong interpersonal, communication skills
- Computer skills (MS PowerPoint, Excel, Word)
- Fluent English in both verbal and written
- Work location : Seoul

#23. Healthcare_Finance

#23	Function	Business	Department	
#25	Finance	Healthcare	Finance	

Project / Assignment

Finance data integrity enhancement

- Clean up modality codes in Oracle and train users for correct modality codes inputs to move out of "Nlevel org." based mapping for P&L build-up
- Manage TP/ICV data for Flow business
- Manage customer master-file with up-to-date information

Account mapping management

- Understand 9-segment mapping in SSP & Concur and conduct user training for proper mapping
- Understand, document, and conduct update/review process on regular basis
- Create "should-be" mapping per accounting/tax guideline as necessary
- Standardize Mkey tagging classification for cost centers
- Automate monthly CC update process using HRDM

Documentation – SOP & policy/guideline depository

- Create documentation guideline and build approval/store/update process (e.g., WF, Library, Matrix)
- Facilitate the upload and manage depository
- Conduct training or make announcement for the portal
- Manage and track back-up data for AR-related legal procedure

Life Sciences Commercial Finance team support

- Preferred Major: Accounting
- Strong interpersonal, communication skills
- Computer skills (MS PowerPoint, Excel, Word)
- Fluent English in both verbal and written
- Work location : Seoul

#24. Global Growth Organization_IT Application Analyst

	Function	Business	Department		
#24	IT	Global Growth Organization	IT		
Project / Assignment					
- Support & Assist	T Application Projects				
- Assist & mana implementation	ge high impact software a	development projects, assist	ing all aspects of the		
- Help to define & s	shape the IT solution architectu	are and drive simplification effo	orts		
	o create, propose and execute technology designs, standards and high impact to the business by engaging with global teams				
 Support & own is stakeholders 	- Support & own issue / risk identification, escalation, resolution and communication to functional and IT stakeholders				
Qualification / Desired					
 Preferred Major: Management Information Systems, Business Administration, Information Technology, Computer Science, or equivalent business/technical 					
- Strong interperso	Strong interpersonal, communication and project management skills				
- Fluent in English	Fluent in English and Korean				
- Proactive attitude	- Proactive attitude and Team player				
- Work location : Pa	- Work location : Pangyo				

#25. Global Growth Organization_IT Client Service and Infrastructure

	Function	Business	Department			
#25	IT	Global Growth Organization	IT			
<u>Project / Assignment</u>						
- Support & Assist I	T Client Services					
- Process enhancer	ment development					
- Develop & Suppor	t user trainings					
- Analyze several di	fferent collaboration opportu	nities.				
	 Meet with different functional and/or business units to identify several collaboration opportunities based on IT pain-points 					
- Analyze several o	oportunities and prioritize bas	ed upon business impact, cost	, implementation time line			
- Implement and co	mplete the project within allo	cated time frame with help of t	he mentor			
- Find opportunities	Find opportunities for and develop tools for IT communication					
Qualification / Desired						
- Preferred Major: C	Computer Science					
- Strong interperso	nal, communication and proje	ect management skills				
- Fluent in English c	Fluent in English and Korean					
- Positive mindset t	oward issue resolution and us	ser support				
- Work location · Se	- Work location : Seoul					

#26. Global Growth Organization_Business Analyst

[,	
#20	Function	Business	Department		
	#26	PA/Communication	Global Growth	Government Affairs &	
-			Organization	Policy	
Project /	^r Assignment				
-		policy issues in a structured m counterparts (MOHW, MOTIE, M	anner and develop recommer IFDS, HIRA)	ndation paper to influence	
-	Develop concrete	rational to get government fu	nding for GE's investment for k	Korea's Growth Strategy	
-	- Support Healthcare modality (MR, CT, X-Ray, Ultrasound) and commercial team by providing polic direction in order to win the deal				
-	Engage in industr	y association to develop indus	try Department paper for gove	ernment meetings	
-	Daily monitor arti	cles on policy trend from gove	rnment websites and report to	the management team	
-	Develop internal i	meeting material for decision r	naking		
-	Help maintain int	ernal communications system	S		
Qualifica	ation / Desired				
-	Strong analytical	skill			
-	Project managem	nent and strategic thinking cap	abilities		
-	Fluent English and Korean in verbal and written				
-	Strong interpersonal and communication skills				
-	- Computer skills (Adobe Photoshop or relevant, MS PowerPoint, Excel, Word)				
-	Work location : Seoul				

#27. Global Growth Organization_ Digital Communication

#27	Function	Business	Department
	PA/Communication	Global Growth Organization	PA/Communication
Project / Assignment			•

- Administration works (internal/external)
- Translation in English and Korean
- Search information on Internet and Intranet
- Support the works for Digital Communication Manager; multimedia data management (compilations of pictures, files, videos), online event operation, content production management, writing / editing / proofreading

- Preferred Major: Journalism, Communications, Creative Writing
- Positive attitude, strong interpersonal skills, highly motivated, and intellectually curious
- Competent MS Office suite (PowerPoint, Excel, Word) and photo retouching (Photoshop) skills
- Tech savvy and avid reader of online articles
- Excellent writing skills in both Korean and English
- Work location : Seoul

#28. Global Growth Organization_External Communication

	Function	Business	Department		
#28	PA/Communication	Global Growth Organization	PA/Communication		
Project / Assignment					
- Administration w	orks (internal/external)				
- Translation in Eng	glish and Korean				
- Search information	on on Internet and Intranet				
company-wide	 Support the works for Internal & External Communication Managers; PR, media/marketing ever company-wide initiatives/activities, production/materials, internal newsletter & announcemer writing/editing, photo/video-shooting 				
	 Preferred Major: Communications, English/Korean language, Writings 				
, , , , , , , , , , , , , , , , , , ,	 Positive attitude, Strong interpersonal skills, Multi-tasking skills 				
- Computer skills (N	1S PowerPoint, Excel, Word), Ad	dobe, Photoshop			
- Tech savvy (SNS)					
- Good writing skill	Good writing skills in both Korean and English				
- Work location : Se	- Work location : Seoul				

#29. Healthcare_Healthcare - Communication

#29	Function	Business	Department	
	PA/Communication	Healthcare	PA/Communication	
Project / Assignment				
 <u>Project / Assignment</u> Provide support for GE Healthcare external /internal communications content and story Industry and technology research to prepare background and overview and weekly clipping Translate communications materials/message Build story database with tagging 				
- Lead social media and digital communication strategy				

- Run Getfit facebook account by planning and designing posts
- Provide support in organizing and facilitating external/internal events_ Quarterly townhall/press conference.
- Assist APAC Communications team : writing meeting minutes and updating APAC weekly IOIs, supporting APAC wide projects

- Strong interpersonal, communication and project management skills
- Excellent command in both English and Korean
- Good Computer skills (MS Powerpoint, Excel, Word) & Literacy of Adobe Photoshop or Equivalent
- Digitally Savvy ; Aptitude in social media and digital communication (Facebook, Twitter, Blog and Video Editing)
- Digital contents planning and design experience is a plus
- Experience in internship at global companies is a plus, Project management skill is a plus
- Work location : Seoul

#30. GE Capital JVs_Risk Regulatory/Governance Support

#30	Function	Business	Department			
#50	Risk Management	GE Capital JVs	Risk management			
Project / Assignment						
- Risk governance	and regulatory requirement rep	porting				
- Support on "Getti	ng to Strong" related project					
- Support on gener	al performance report					
- Facilitate regiona	l manager visit					
<u>Qualification / Desired</u>	Oualification / Desired					
- Preferred Major: [Preferred Major: Data analytics related – IT/ Statistics/Mathematics 					
- Strong interperso	- Strong interpersonal, communication skills					
- Computer skills (N	- Computer skills (MS PowerPoint, Excel, Word)					
- Fluent English in l	Fluent English in both verbal and written					
- Work location : Seoul (Yeouido)						

#31. Healthcare_Diagnostic Imaging equipment, Sales

#31	Function	Business	Department
#31	Sales	Healthcare	DI Sales
Project / Assignment			
- Support data whi	ch is for enterprise deal		
- Arrange meeting			
- Disease centeric	approach project		
- Internal commun	ication for delivering message		
- Developing mark	- Developing marketing story		
Qualification / Desired			
- Preferred Major: Open			
- Strong interperso	nal, communication skills		
- Computer skills			
- Fluent English in l			
- Work location : Se	eoul		

#32. Healthcare_Sales & Marketing (Flow Business)

#32	Function	Business	Department		
#32	Sales	Healthcare	Flow Business		
Project / Assignment					
- Market visibility p	roject				
- Market research	and analysis				
- Analyze & validat	e market trends and opportuni	ities			
- Support new pro	duct introduction project				
- Assist marketing	- Assist marketing activities including roadshow, training, seminars and symposiums				
- Support channel	- Support channel expansion & optimization projects				
Qualification / Desired	Qualification / Desired				
- Preferred Major: (- Preferred Major: Open				
- Strong interperso	- Strong interpersonal, communication skills				
- Computer skills (1	1S PowerPoint, Excel, Word)				
- Fluent English in	Fluent English in both verbal and written				
- Self-motivated ar	- Self-motivated and outgoing person				
- Work location : Se	- Work location : Seoul				

#33. Healthcare_Sales & Marketing (Ultrasound)

#33	Function	Business	Department	
#55	Sales	Healthcare	Ultrasound	
Project / Assignment				
 Install Base[IB] Ar 	nalysis and support making stre	ategy Trade-in		
 Market related inf 	formation update regular rhyth	ım		
 Support sales tea 	- Support sales team activities			
 Project to boost c 	- Project to boost customer registration VOLUSON/VIVID Club			
Qualification / Desired				
- Preferred Major: Open				
- Strong interperso	- Strong interpersonal, communication skills			
- Computer skills (N	- Computer skills (MS PowerPoint, Excel, Word)			
- Work location : Seoul				

#34. Oil & Gas_Sales Support & Coordination

#34	Function	Business	Department		
#54	Sales	Oil & Gas	Sales		
Project / Assignment					
- RFQ managemen	t				
- Analyze RFQ's an	d prepare summary report to t	he Sales team			
- Monitor RFQ Com	imercial progress				
- Report quotation	status for the commercial tear	n			
- Support documer	ntation				
- Update customer	list periodically in salesforce.co	om			
- Overseas visitor's	reception and coordination				
- Product brochure	update for local customers				
Qualification / Desired	Qualification / Desired				
- Preferred Major: E	Engineering degree preferred				
- Strong interperso	nal, communication skills				
- Computer skills (N	Computer skills (MS PowerPoint, Excel, Word)				
- Fluent English in I	Fluent English in both verbal and written				
- Engineering relate	- Engineering related certificate				
	- Work location : Pangyo				

#35. Power & Water_Sales/Marketing/Business Support, EPC Korea

	Function	Business	Department
#35	Sales	Power & Water	EPC (Engineering, Procurement, and Construction) Korea
Project / Assignment			·
- Manage and assi	st on EPC team meetings & eve	ents (internal and external) on	requirement
- Manage weekly F	2&W - PGPS Knowledge Develo	pment Program	
- Gather / Manage	data points of EPC projects & f	finance data	
- Participate and S	upport EPC marketing plan/str	ategy	
- Support commur	nications with EPCs and Interno	al Stakeholders	
- Manage and plar	n logistics support for internal 8	k external meetings	
- Manage invitation	n letter for GE global visitors		
Qualification / Desired			
- Preferred Major: 8	Engineering background (Mech	anic or Electric)	
- Disciplined mann	er to complete program and a	ssignment	
- Strong interperso	nal, communication skills		
- Computer skills (N	1S PowerPoint, Excel, Word)		
- Fluent English in	both verbal and written		
- Work location : Pe			

#35. Power & Water_Sales/Marketing/Business Support, EPC Korea

	Function	Business	Department	
#35	Sales	Power & Water	EPC (Engineering, Procurement, and Construction) Korea	
<u>Project / Assignment</u>				
 Manage and assi 	st on EPC team meetings & eve	ents (internal and external) on r	requirement	
- Manage weekly F	2&W - PGPS Knowledge Develo	pment Program		
- Gather / Manage	data points of EPC projects & f	inance data		
- Participate and S	upport EPC marketing plan/stro	ategy		
- Support commur	nications with EPCs and Interna	Il Stakeholders		
- Manage and plan logistics support for internal & external meetings				
- Manage invitation letter for GE global visitors				
Qualification / Desired				
- Preferred Major: Engineering background (Mechanic or Electric)				
- Disciplined manner to complete program and assignment				
- Strong interpersonal, communication skills				
- Computer skills (N	- Computer skills (MS PowerPoint, Excel, Word)			
- Fluent English in	both verbal and written			
- Work location : P	angyo			

#36. Healthcare_Product Marketing (Life Science – Legacy)

#36	Function	Business	Department		
#50	Marketing	Healthcare	Life Science - Legacy		
Project / Assignment					
Manage cont	nd develop online education p ents upload and course in LS o pe and US customer online inq	nline e-learning platform	staffs		
 Provide Support to contract and manage KOR LS website and digital marketing automation system Handle contents for newly designed KOR LS main website Analyze upcoming customer footprints and generate reports 					
- Actively participa	- Actively participate LS internal activities				
Qualification / Desired					
- Good English in verbal and written					
- Strong interpersonal and communication skills					
- Computer skills (N	- Computer skills (Multimedia contents creating skills ex. Adobe creating suite)				
- Social Media and digital Tools (Facebook, Twitter, Blog, video editing)					
- Experienced on w	- Experienced on web managing and related works				
- Work location : Se	eoul				

#37. Healthcare_Core Imaging, Marketing

	Function	Business	Department
#37	Marketing	Healthcare	Life Science-Core Imaging
Project / Assignment Manage and assist on marketing projects and campaigns - Support congress activities and business meetings - Support business analytics through market research and HIRA data - Work flow for marketing process SSP, IPP, WF, ZINC - Prepare New Drug Application for listing - KRPIA reporting - Manage congress activity and promotion			
- Computer skills (N	nal, communication skills 1S PowerPoint, Excel, Word) both verbal and written		

#38. Healthcare_Diagnostic Imaging, Marketing

#70	Function	Business	Department
#38	Marketing	Healthcare	Marketing
Project / Assignment		I	
- Assist on CE proje	ects & activities on requirement	t	
- Support on gener	ral CE process		
- Support various a	of analysis & validate market op	pportunities with cloud system	
- Coordinate comn	nercial training		
- Market research (and analysis		
- Plan and monitor	ing new product introduction p	project	
- Manage and assi	st marketing activities includin	g roadshow, training, seminars	and symposiums
Qualification / Desired			
- Preferred Major: (•		
•	nal, communication skills		
•	1S PowerPoint, Excel, Word)		
 Fluent English in I 	both verbal and written		
- Self-motivated ar	nd outgoing person		
- Work location : Se	aaul		

#39. Lighting_ Product Management, Marketing

	Function	Business	Department		
#39	Marketing	Lighting	Marketing/Product Management		
Project / Assignment					
- Support NPI (New	Product Introduction) process	and product management for	product group assigned		
- Develop a deep u	Inderstanding of our product te	echnology with its positive imp	act on customers		
 Deep understand successful launch 	ding on the nature of target ning	markets to make our prod	ucts "fit" into market for		
	 Leads and executes all appropriate sales promotions in collaboration with sales team towards customers & partners 				
- In-depth market i	in the state of a second of the second				
- Communicate pro product vision	- Communicate products department plans to sales team, partners & customers to promote & share our product vision				
Qualification / Desired					
- Preferred Major: Electronic Engineering					
- Excellent analytic	Excellent analytical, interpersonal, communication and organization skills				
- Computer skills (N	Computer skills (MS PowerPoint, Excel)				
- Fluent English in l	Fluent English in both verbal and written				
- Focus on high sto	andard data accuracy and time	eliness			
- Work location : Se	eoul				

#40. Lighting_B2C Marketing

	Function	Business	Department
#40	Marketing	Lighting	Marketing/Product Management

Project / Assignment

- Support NPI (New Product Introduction) process, B2C market survey and analysis
- "Viral marketing" activities for GE brand awareness
- Hypermarket and SSM POS Sales (Included sell-in) analysis
- Support sales promotions in collaboration with consumer sales team
- In-depth market & new channel research for New business
- Develop a deep understanding of behaviors and needs of consumer in B2C market

- Preferred Major: everyone who is interested in B2C marketing
- Excellent analytical, interpersonal, communication and organization skills
- Computer skills (MS PowerPoint, Excel)
- Preferred English in both verbal and written
- Focus on high standard data accuracy and timelines
- Work location : Seoul

#41. Oil & Gas_Marketing

#41	Function	Business	Department
#41	Marketing	Oil & Gas	Marketing
Project / Assignment			
- Conduct primary segments	/ secondary research regardin	g changing macro market trer	nds within oil & gas, power
 Monitor and document activities and movements of key customers for use in business planning development 			
- Consolidate and develop presentation materials for use within internal as well as customer meetings			
- Execute market s	- Execute market sizing and penetration calculation analysis activities for business product lines		
- Support elements	Support elements of marketing event execution working closely with region, product line marketing and		

Qualification / Desired

- Preferred Major: Engineering or Business Administration degree
- Strong interpersonal, quantitative, communication skills
- Computer skills (MS PowerPoint, Excel, Word)
- Fluent English in both verbal and written
- Work location : Pangyo

communication teams

#42. Global Growth Organization_Marketing (2명)

#42	Function	Business	Department
#42	Marketing	Global Growth Oraanization	Growth

<u>Project / Assignment</u>

Provide Market Research Assistance

- Support Market Development/Marketing team's key initiatives through research/analytic reports (i.e. drafting macro-economic/industry trend update, weekly market intelligence, etc.)

- Research and document Detailed Market Data (ie. economic, political, business...), which is required for supporting marketing and business development activities/reports
- Identify and document research tools and references (ie. online, offline) to create a Research Repository, which can be used to facilitate future research activities

Provide Administrative/Logistics Assistance

- Support on GE Korea marketing activities in all phases from preparation to execution
- Translate materials required for marketing and business development activities

- Excellent analytical, interpersonal, communication and organization skills
- High proficiency level in MS Office (PowerPoint, Excel, Word)
- Proficiency in English communication (both verbal and written)
- Consulting work experience desired
- Focus on high standard data accuracy and timeliness
- Work location : Seoul

#43. Corporate_Crotonville Leadership / Training Support

#47	Function	Business	Department	
#43	HR	Corporate	L&D	
Project / Assignment				
		bal Learning and customer e nce is provided for participants		
 Handle all learne learning histories 		tion, enrolment, pre-work, po	st-work, cancellation and	
- Working with faci	litators to manage schedules,	training materials and invoicin	g/billing	
- Manage GE Globa	al Learning Korea Support Cent	tral Site		
<u>Qualification / Desired</u>				
 Preferred Major: (Dpen			
 Highly organized, 	with excellent attention to det	ail and follow-through– great p	process skills	
- Able to handle m	Able to handle multiple priorities and conflicts			
- Excellent interper	Excellent interpersonal and communication skills, with a strong customer focus			
- Able to anticipate	needs and problems in a fast	paced environment		
	Willingness to work irregular hours during programs (This role requires starting earlier and occasionally working later than normal office hours)			
- Computer skills (N	Computer skills (MS PowerPoint, Excel)			
- Fluent English in b	ooth verbal and written			
- Work location : Se				