



FLOCERT
assuring fairness



Fair global trade everyone can believe in

FLOCERT is a leading global assurance provider. Besides providing sole certification to Fairtrade, FLOCERT also offers an array of services to support companies in sourcing on Fairtrade principles, where no Fairtrade Standard applies.

Founded in 2003, FLOCERT remains mission-driven and dedicated to working with all types of organisations, from small producers to internationally recognised brands, in order to promote fairness in global trade. Our accreditation as a “Social Enterprise” demonstrates our commitment to social business values.

With six international offices conducting business in over 120 countries, FLOCERT specialises in offering global reach with local expertise. For more information, visit us at www.flocert.net

FLOCERT is currently looking for a

Certifier for



FAIRTRADE
INTERNATIONAL

Student Assistant/Werkstudent (m/f/div)- Legal

part-time

- Job Share: Part-time (20 hrs. p.w.)
- Position is based in the FLOCERT GmbH Office in Bonn, Germany
- The salary and benefit package depend upon qualifications and experience
- Start date: as soon as possible

Description

The Legal Unit provides legal services to FLOCERT GmbH.

As Student Assistant - Legal, you will coordinate your work with the Legal Counsel and Legal Advisor to assist in the day to day tasks of the Legal Unit. You will be asked to assist in the creation and management of contracts, as well as conduct independent research on various legal issues as they arise.

You will have the opportunity to gain deep insight into the area of sustainability, development and certification in a unique, international environment.



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Responsibilities

- Process internal requests for contracts
- Maintain contract database up to date
- File contracts (paper and electronically)
- Assist in organizational work related to compliance and governance
- Conduct legal research on various topics related to FLOCERT's industry and environment

Qualifications

“Must haves”

- Registered student at a German law faculty
- Fluent in English
- Good communication skills and multicultural sensitivity
- Ability to work independently and cope with pressure
- Excellent organizational skills
- Ability to develop creative solutions to novel legal issues
- High command in the use of MS Office Products
- Motivation for Fairtrade and sustainability topics

How to apply

Do visit our website: <https://www.flocert.net/about-flocert/careers/>

Please apply by submitting your application documents in English, with curriculum vitae, reference letters or reference contact data as well as a motivation letter with salary indication directly via our [career site](#).

Find out
what it is like working
for FLOCERT and see if
you share our passion:
www.flocert.net

