

## Introduction to SEOUL Global Job Fair 2017

The Seoul Metropolitan Government, in cooperation with Financial Supervisory Service, is hosting its 5th Global Job Fair for foreign invested companies. This is a great networking event for both talent-seeking foreign firms and job-seeking individuals. The main focus of the Fair is on raising awareness and improving the image of foreign-based companies among Korean students and graduates through the creation of quality jobs. Last year, 52 companies took part in the job fair, attracting around 3,000 job seekers. The details of this year's event are as shown below:

- Date: Friday 10th November 10:00 - 17:00
- Venue: Dongdaemun Design Plaza (DDP), Art Hall 1 (B2F)
- Program: Employment / Consulting / Seminars / Information Zone
- Hosts: Seoul Metropolitan Government, Financial Hub Korea
- Participants: Foreign-based companies in Seoul

*\* Condition: participating companies SHOULD have a plan to recruit employees*

Each participating company will be given a partition booth (3x3m size) with a round table, an information desk, four folding chairs, and two electric outlets (220v).



\*Booth assignment will be decided according to the SMG and FSS's policy.

## Benefits of participation

- Media exposure through Seoul City's press releases and online & offline advertising (at Job Korea, Saramin, etc.)
- Preferred access to the talented job seekers information registered via the Internet
- Matchmaking with carrier applicants through job-related institutions and headhunters

## Pre-meeting

- Date: Friday, 13th October 10:00 ~ 11:30
- Venue: Seoul City Hall Seosomun Building, Grand Hall (13F)
- Program: Job Fair briefing, instructions for participants, and Q&A

Interested foreign-invested companies may register for the fair by sending the registration form attached below. Once you send us the form, we will contact you with details. For further information, please contact the Investment Promotion Division of Seoul Metropolitan Government on:

Tel.: 02-2133-5323 / Fax: 02-2133-0706 / e-mail: [khs2005@seoul.go.kr](mailto:khs2005@seoul.go.kr)

*Attached: Employer Registration Form*

## [Attachment] Employer Registration Form (1/2 page)

SEOUL Global Job Fair 2017 Employer Registration Form														
<b>Organization Name</b>							<b>Homepage</b>							
<b>Corporation Registration No.</b>							<b>President</b>			<b>Year of establishment</b>				
<b>Address</b>														
<b>Businesses</b>							<b>Employees</b>							
<b>Main items</b>							<b>Revenue (2016)</b>			<b>Year of establishment of parent company</b>				
<b>HR manager</b>	Name						<b>☎ Office</b>			<b>Company logo (jpg)</b>				
	Title						<b>☎ Mobile</b>							
	Division						<b>E-mail</b>							
<b>Name of company</b> (for your booth and banner)														
※ Preferred language : <input type="checkbox"/> Korean <input type="checkbox"/> English		KOR	서	울	시		투	자	유	치	과			
		ENG	I	N	V	E	S	T		S	E	O	U	L
<b>Company overview</b>														
<p>※ Please describe briefly your company's vision and businesses.</p>														

(2/2 page)

Guidelines for Job Applicants				
Position	No. of opening jobs	Non-career or career	Job description	Qualifications (needed or preferred)
				-
				-
				-
<b>Documents needed at interview</b>	<input type="checkbox"/> Resume <input type="checkbox"/> Letter of self introduction <input type="checkbox"/> Official transcript <input type="checkbox"/> Certification of language proficiency test <input type="checkbox"/> Others: _____			
<b>Welfare &amp; Benefits</b>	<input type="checkbox"/> Five-day workweek <input type="checkbox"/> Incentives or bonuses <input type="checkbox"/> Four mandatory social insurances <input type="checkbox"/> Free meals <input type="checkbox"/> Free commuter bus service <input type="checkbox"/> In-house childcare facilities <input type="checkbox"/> Others: _____			
<b>Others</b>	<i>※ Please write down additional notices for job applicants or, if needed, special requests to the Job Fair organizer.</i>			

◆ **By signing below, your company agrees to:**

- Include your company name and recruitment information in the Seoul Metropolitan Government's marketing and communication efforts for the Seoul Global Job Fair 2017
- Have your organization's representatives arrive at 9 am for set-up

Date : . . . . .

Company Name:

Contact Person:

Title:

Signature \_\_\_\_\_

Please submit this form and your company logo file (in ai or eps format) no later than Friday, September 29th, 2017 to Sodam Jeong (02-515-6619) at [job-fair@naver.com](mailto:job-fair@naver.com)