

招聘要求如下:

一,由於工作性質優先錄用美國留學回來有三年以上工作經驗或對美國當地熟知的人群,請直接回復本郵件以附件形式發送中英文簡歷,並註明應聘職位。

二,工作地點在人民廣場。招聘由上海美國中心直接進行,博愛和諧海歸群僅負責轉交符合要求的簡歷。電話聯繫及登門拜訪將視作不當行為。

三,歡迎介紹親朋好友應聘。發送簡歷截止時間:2013 年 7 月 6 日 18:00 點整

Shanghai American Center (SAC) is a public-private partnership established to develop the commercial relationship between US and China. SAC currently consists of Maryland center, Pennsylvania Center, Michigan Center, DC Center China, Wisconsin Center, Minnesota Center and Council of Great Lakes Governors.

- 1, Account Executive – Automobile Industry**
Report to: Executive Director
Duties and responsibilities:
1. Serve US automobile companies that are interested in the China market;
2. Conduct research and analysis based on the requirements from US companies and put together into reports;
3. Provide Chinese market entry strategy for those companies when necessary;
4. Maintain customer relationship, follow up and coordinate with customers' China business if necessary;
5. Other task as assigned
Requirements:
1. Bachelor's degree or above in Mechanical Engineering, Automobile Engineering, Business Administration, International Trading or related;
2. At least 5 year's marketing and consulting experience of US/China automotive industry and mechanical/electrical products would be a plus;
3. Strong in business analysis and project management;
3. Excellent written and verbal communication skills in both Mandarin and English;
4. Good computer skills;
5. Initiative and active team work player;
6. Responsible and result-oriented; can work under pressure.
- 2, Assistant Director**
Report to: Executive Director
Duties and Responsibilities:
-Assist the Executive Director in overall management with focus on marketing and business development;
-Work with team to:
Deliver results for all kinds of projects, missions and events etc.

上海美國中心 5 個職位一針對美國海歸

Keep and develop good liaison with related organizations, corporations, local authorities and enhance the reputation of the center;
Interface with government, trade organizations as well as US and Chinese corporations for new business development;
Initiate and market programs related to the center's business;
Implement promotional activities;

Requirements:
-Master's degree or above with major in Business Management, Marketing or relevant;
-Minimum of 3 years' working experience;
-Strong bilingual (English and Chinese) and communication skills;
-A team player but can also work independently;
-Self-motivated and able to work under pressure;
-US living/education background preferred

3, Executive Director
Report to: Chief Executive
Duties and Responsibilities:
-In charge of the center's overall operation with focus on marketing and business development;
-Organize and anticipate events, forums, seminars, conferences, business meetings, missions etc;
-Keep and develop good liaison with related organizations, corporations, local authorities and enhance the reputation of the center;
-Interface with government, trade organizations as well as US and Chinese corporations for new business development;
-Initiate and market programs related to the center's business;
-Implement promotional activities;
Requirements:
-Master's degree or above with major in Business Management, Marketing or relevant;
-Minimum of 5 years' working experience with at least 3 years at management level;
-Strong bilingual (English and Chinese), can interface with top executives of local and multinational companies;
-A team player with leadership abilities to motivate, manage and drive the team;
-Strong communication and PR skills;
-Self-motivated and able to work under pressure, open and mature with passion for success.
-US living/education background preferred

About us:
Center of American States (CAS) is a public-private

partnership established to develop the commercial relationship between US and China. CAS currently consists of Maryland center, Pennsylvania Center, Michigan Center, DC Center China, Wisconsin Center, Minnesota Center and Council of Great Lakes Governors.
Related websites:
www.mccusa.org
www.pausa.org.cn
www.dccenterchina.org

4, Senior Account Executive – Foreign Direct Investment
對外直接投資高級項目經理
Duties and responsibilities:
- Undertake the responsibility of acquiring Foreign Direct Investment from domestic companies to the U.S independently
- Develop and monitor the FDI leads
- Conduct project research and consulting independently in English
- Liaise with local and overseas government organizations and businesses
- Deliver quality solutions to achieve customer satisfaction
- Other tasks assigned by the management

Requirements:
- Master degree holder, major in Economics/bio-medical/MBA or related discipline;
- 5-8 years' working experience in consulting or related government offices
- Excellent written and spoken English and Mandarin
- US educational/working background preferred
- Strong analytical skills, well-organized and responsible;
- Self-motivated, can work under pressure

5, Senior Account Executive –Destination Pro-

motion
旅遊目的地推廣高級項目經理
Responsibilities:
Work as the representative of US destination in the China market, develop and implement China promotion strategies for destination client;
Develop and implement trade and consumer marketing campaigns across a range of distribution channels;
Prepare reports and marketing materials;
Manage relationship with tourism-related agencies;
Negotiate and manage co-op promotions with consumer brand partners, airline partners and travel trade partners on behalf of client destination;
Attend and manage booth at tourism-related forums, summits and trade shows;
Others as assigned.
Requirements:
Over 10 years' experience in travel promotions at a major advertising agency, PR agency, or National Tourism Office;
Bachelor's degree or above with major in tourism or PR related disciplines;
US living/education background a plus;
Native Chinese with fluent oral and written English;
Able to work independently and with team as well;
Initiative, well organized, presentable with strong communication skills.
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博愛和諧海歸群:以海歸創業者為代表,上海規模最大,發展最快,素質最高,最具影響力的,非營利民間自發海歸群體。海歸人才基地,加強海歸聯合,倡導海歸文化。立足上海,服務海歸,聯繫世界。
上海海歸宣言:熱愛祖國,熱愛生活,團結海內外進步人士,推動社會發展,共建美好未來。

克利夫蘭中華婦女聯歡會免費教跳舞

Yang Laoshi from the St. Clair Place is teaching exercise and ballroom dancing on every Sat. and Sun. from 2:30pm to 4pm at the St. Clair Place Senior apartment (1380 E. 13th St. Cleveland, OH 44114). If anyone is interested in joining group exercise, it's free and good to come out. Street parking are free on weekend.



Grace Lin-Fadel
President of Chinese Women Association of Cleveland (CWAC)2013-2014

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黃唯大律師

滿足您所有的移民要求

- 成立於 1978 年
- 黃唯律師有 35 年办案经验被連選為全美最佳律師之一并擁有精通各類移民案件的律師團
- 新近被選入俄亥俄州名人堂
- 被選為全國最具影響力的職業女性之一
- 黃唯律師事務所曾被評為馬丁德·胡拜爾 (Martindale Hubbell) A-V 級最有實力的移民律師 公司, 在全美及國際均享有極高的評價。
- 1998 年美國愛麗斯獎得主(唯一女華裔得獎人)
- 榮任聯邦律師克里夫蘭工會主席

精辦 各類移民:

國家利益豁免,杰出人才、教授及研究人員移民,JI 回國豁免,勞工卡,LI 跨國經理,B、E, F,H ,J, K, O, P, R, V簽證, 親屬移民, 職業移民, 投資移民, 入籍, 廚師、管家、技工等均可申請綠卡,超齡,十年綠卡,政府庇護,遞解出境,上訴,出庭至聯邦巡回法庭,監獄保釋等。

黃唯律師事務所

Margaret W.Wong & Associate Co., L.P.A.Attorneys At Law

中文網 <http://www.cimwong.com> 英文網 <http://www.imwong.com> Email wong@imwong.com

黃唯大律師新書英文版《移民之路》,讀者可享 7 折優待,免運費,歡迎致電 216-566-9908 與 Yolanda 小姐聯繫。

暫緩遞解 的有關的條件

“暫緩遞解”法案于 8 月 15 日生效已有無數的青年向美國公民及移民服務局(USCIS)提出申請暫緩驅逐在美合法工作,兩年後可申請延長,申請人不得離境出國。申請沒有時間限制,未滿 15 歲的,可以等滿 15 歲時再提出申請,申請人只要來美時未滿 16 歲,無論當初是自行來美,或是隨父母入境都可申請,新辦法為鼓勵學習,即使目前沒有在學,只要申請時在學即符合資格,同時申請社安號碼,駕照,工卡。

暫緩遞解所需條件:

1. 16 歲生日以前入境美國

2. 在 2012 年 6 月 15 日沒超過 31

歲生日

3. 合法或非法入境

4. 現在沒有合法身分

5. 從 2007 年 6 月 15 日到 2012 年 6 月 15 日人在美國,目前仍然在美國

6. 目前在學校就讀,高中畢業,已獲得普通教育發展證書,或從海岸警衛隊或美國武裝部隊 光榮退伍的老兵

7. 沒有被裁定犯重罪,一個重要的輕罪犯罪,多個輕罪犯罪,或以其他方式構成威脅國家安全或公共安全的

黃唯律師事務所所有專辦此案的律師團隊為大衆解說及辦理申請程序,歡迎華人朋友諮詢。

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