

*UNOFFICIAL TRANSLATION*

THE PEOPLE'S COMMITTEE  
OF DA NANG CITY  
**THE EXECUTIVE AGENCY OF  
THE INTERNATIONAL FINANCIAL  
CENTER IN DA NANG CITY**

**THE SOCIALIST REPUBLIC OF VIETNAM**  
**Independence - Freedom - Happiness**

No. 01/TB-VIFCDN

*Da Nang, 5<sup>th</sup> February 2026*

**ANNOUNCEMENT**

**On the Recruitment of Fixed-term professional employment contracts  
under the Policy for attracting high-quality human resources to work at the  
Executive Agency of the International Financial Center in Da Nang City**

Pursuant to Plan No. 03/KH-VIFCDN dated 05 February 2025 of the Executive Agency of the International Financial Center in Da Nang City on the recruitment of employees under fixed-term employment contracts in accordance with the policy for attracting high-quality human resources, the Executive Agency of the International Financial Center in Da Nang City hereby announces the recruitment of employees to work at the Executive Agency of the International Financial Center in Da Nang City, with the following details:

**I. RECRUITMENT TARGETS AND POSITIONS**

**1. Recruitment targets**

From 4 to 8 positions (1-2 positions for each Department), under fixed-term employment contracts.

Expected commencement date: Immediately after the issuance of the recruitment decision and the signing of the employment contract by the parties.

**2. Recruitment positions**

Officers working in the Departments under the Executive Agency of the International Financial Center in Da Nang, including: Strategy and Engagement Department, Legal Department, Membership Department, and Technology Department.

**II. ELIGIBLE APPLICANTS, CONDITIONS, AND SELECTION CRITERIA**

**1. Eligible applicants**

Domestic and foreign individuals who fully meet the requirements regarding ethics, professional qualifications, capacity, and work experience, in

accordance with Decree No. 173/2025/ND-CP dated 30 June 2025 of the Government on contracts for the performance of tasks by civil servants, Resolution No. 15/2025/NQ-HĐND dated 23 June 2025 of the Da Nang City People's Council promulgating regulations on policies for the development of high-quality human resources in the public sector of Da Nang, and the conditions and criteria specified in this Announcement.

## **2. General conditions**

Applicants must:

- a) Demonstrate the professional qualifications, skills, and relevant practical experience required for the position applied for, together with a strong commitment to the role;
- b) Have a clear personal and professional background and uphold high standards of integrity and ethical conduct;
- c) Be in good health and medically fit to perform the duties of the position;
- d) Be legally eligible to enter into an employment contract and to work for the Agency in accordance with applicable laws and regulations;
- dd) Have no criminal convictions, ongoing criminal investigations, or legal restrictions that would prevent the lawful performance of the duties of the position; possess full legal capacity; and not be subject to any prohibition, sanction, or restriction on practicing a profession or undertaking work relevant to the role.

## **3. Position-specific requirements**

a) Hold a Bachelor's degree or higher in disciplines relevant to the recruitment position and suitable for the International Financial Center, obtained from universities ranked Top 50 (for Bachelor's degrees) or Top 100 (for Master's or Doctoral degrees) in reputable international rankings at the time of graduation, such as QS World University Rankings (QS), Times Higher Education (THE), or Academic Ranking of World Universities (ARWU).

Priority shall be given to candidates holding reputable professional certifications recognized by international professional organizations.

b) Demonstrate proficient and fluent use of spoken and written English suitable to work in an international environment; candidates proficient in an additional foreign language are preferred.

c) Have at least 5 years of relevant work experience (priority given to candidates who have held or are holding managerial positions at division level or higher) in state management agencies, or at international financial centers worldwide, or at financial institutions, investment funds, or multinational corporations listed in the Forbes Global 2000 (2025), in alignment with the requirements of the recruitment position.

d) Meet other specific criteria as prescribed for each position in the Appendix attached to this Announcement.

*(For details, please refer to the attached Appendix).*

### **III. APPLICATION DOSSIER, SUBMISSION DEADLINE, AND SUBMISSION LOCATION**

#### **1. Application dossier**

One (1) complete set of application documents, including:

- a) Curriculum vitae of the applicant, clearly stating work history and professional experience directly relevant to the applied position;
- b) Copies of degrees, certificates, and supporting documents proving that the applicant meets the conditions and criteria specified in Section II of this Announcement.

#### **2. Submission deadline**

From 5 February 2026 (the date of public announcement on mass media) to the end of 28 February 2026.

#### **3. Submission location**

Office of the Executive Agency of the International Financial Center in Da Nang City (applications may be submitted in person or via scanned files bearing the applicant's signature sent by email).

- Telephone: +84 236 3 667766
- Email: ifc@danang.gov.vn
- Website: <https://vifcdanang.vn>
- Address: ICT1 Building, Software Park No. 2, Nhu Nguyet Street, Hai Chau Ward, Da Nang City.

For further information regarding the application dossier, please contact Ms. Bui Thi Anh Dao at +84 942 311 589 (Zalo, WhatsApp, Viber, etc.) or via email at [dao.bui@vifcdanang.vn](mailto:dao.bui@vifcdanang.vn)

### **IV. RECRUITMENT METHOD AND CONTENT**

**1. Method:** Evaluation and selection of suitable candidates through **interviews** and assessments conducted in Vietnamese (with translation) and English.

#### **2. Interview content**

- a) Direct discussion on matters related to job requirements and the applied position;
- b) Specific negotiation on contract-related matters, including salary, remuneration and benefits, contract duration, necessary regulations for job

performance, rights and obligations of the parties, and handling of issues arising during contract implementation;

c) Agreement on Key Performance Indicators (KPIs), periodic evaluation mechanisms, and conditions for contract extension or early termination in cases where performance requirements are not met.

***Recipients:***

- The People's Committee of the City (for reporting);
- Chairman of the City People's Committee (for reporting);
- Standing Vice Chairman of the City People's Committee (for reporting);
- Department of Internal Affairs (for coordination);
- Department of Finance (for coordination);
- Da Nang Newspaper, Radio and Television Station (for coordination);
- Da Nang Electronic Information Portal (for coordination);
- Archive: Admin, Office.

**ON BEHALF OF THE CHAIRMAN  
STANDING VICE CHAIRMAN**

*Signed and sealed*

**Dang Dinh Duc**

**APPENDIX**

**SUMMARY OF RECRUITMENT POSITIONS  
UNDER THE POLICY FOR ATTRACTING HIGH-QUALITY HUMAN  
RESOURCES AT THE EXECUTIVE AGENCY OF THE  
INTERNATIONAL FINANCIAL CENTER IN DA NANG CITY**

*(Issued together with Announcement No. 01/TB-VIFCDN dated 5<sup>th</sup> February  
2026 of the Executive Agency of the International Financial Center in Da Nang  
City)*

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**I. OFFICER OF STRATEGY AND ENGAGEMENT DEPARTMENT**

**1. Recruitment target: 01-02 positions**

**2. Functions and mandates of the Department**

The Strategy and Engagement Department functions as the advisory unit to the leadership of the Executive Agency of the International Financial Center in Da Nang City in research, strategic planning, information consolidation, performance assessment, and policy recommendations for the development of the Viet Nam International Financial Center in Da Nang City.

**3. Key duties and responsibilities**

**a) Strategic planning and policy formulation**

- Develop annual work plans and programs; consolidate and prepare quarterly and annual reports on the operational performance of the Viet Nam International Financial Center in Da Nang City.

- Conduct research and propose special mechanisms and policies for the development of the International Financial Center, including defining strategic vision, competitive positioning, growth pillars, priority sectors, and development roadmaps in line with international practices; coordinate with central ministries and agencies, international organizations in researching, formulating, evaluating, and updating the institutional and policy framework for the International Financial Center in Viet Nam; periodically assess policy impacts and recommend appropriate policy adjustments in line with practical conditions.

**b) Investment promotion strategy development**

- Formulate investment promotion strategies for the Viet Nam International Financial Center in Da Nang City; monitor and evaluate the implementation of investment promotion strategies and periodically report results to the leadership.

- Develop criteria for selecting strategic investors; identify target markets, priority sectors, and strategic investor groups by development phases.

- Implement and monitor cooperation plans and contents with partners, investment funds, financial institutions, and global financial centers.
- Monitor and evaluate the effectiveness of investment attraction activities.

### **c) Institutional coordination and stakeholder engagement**

- Coordinate with ministries, state management agencies, local authorities, international organizations, and relevant partners.
- Establish coordination mechanisms, information-sharing systems, and implementation progress monitoring to ensure effective internal coordination among departments.

## **4. Position requirements**

### **a) Professional qualifications**

- Hold a Bachelor's degree or higher in Finance, Banking, Accounting, Auditing, International Business, Economics, Business Administration, Law, Public Policy, or other relevant disciplines suitable for the International Financial Center, obtained from universities ranked Top 50 (for Bachelor's degrees) or Top 100 (for Master's or Doctoral degrees) in reputable international rankings such as QS World University Rankings (QS), Times Higher Education (THE), or Academic Ranking of World Universities (ARWU) at the time of graduation.
- Priority shall be given to candidates holding reputable professional certifications recognized by international professional organizations.

### **b) Work experience**

- Have at least 05 years of experience in one or more of the following fields: strategy, policy, consulting, planning, market research and analysis, at state management agencies related to the operations of the International Financial Center; or at international financial centers worldwide; or at financial institutions, investment funds, multinational corporations listed in the Forbes Global 2000 (2025), or reputable global consulting firms.
- Priority shall be given to candidates who have held or are holding managerial positions at division level or higher at the above-mentioned institutions or organizations.

### **c) Skills and competencies**

- Proficient and professional use of spoken and written English.
- Strong research, analytical, strategic planning, and policy formulation capabilities.
- Ability to work independently and in teams; effective communication skills with domestic and international partners; capability to represent the organization.

- Strong planning and stakeholder management skills.
- Decision-making and problem-solving abilities.
- Careful, well-organized, and systematic working style.
- Skills in training delivery and capacity building.

## **II. OFFICER OF TECHNOLOGY DEPARTMENT**

### **1. Recruitment targets: 01-02 positions**

### **2. Functions and mandates of the Department**

The Technology Department is responsible for designing, operating, securing, and modernizing the technical and digital infrastructure of the Executive Agency of the International Financial Center in Da Nang City; ensuring the provision of secure, stable, and highly reliable digital services in accordance with international standards; and serving as the technical advisory focal point for promoting the FinTech ecosystem, digital assets, and the application of emerging technologies (AI, Blockchain, Big Data) in the operations of the Viet Nam International Financial Center in Da Nang City.

### **3. Key duties and responsibilities**

#### **a) Information technology infrastructure and system operations**

- Ensure stable operation of network systems (LAN, WAN, WiFi), CCTV surveillance systems, access control systems, and building security systems.
- Manage email servers and video conferencing systems to ensure continuity and security.
- Operate and maintain servers, data centers, databases, and cloud computing infrastructure.

#### **b) Information security and cybersecurity**

- Ensure information security for servers, data centers, databases, and cloud infrastructure.
- Develop and implement information security management frameworks, Security Operations Centers (SOC), and emergency incident response procedures.
- Deploy financial data security solutions, data loss prevention (DLP) systems, and cybersecurity attack prevention measures.

#### **c) Digital platforms and electronic services**

- Administer digital platforms and online public services, with a focus on the Electronic One-Stop Administrative System.
- Manage the technical aspects of the official website of the Executive Agency of the International Financial Center in Da Nang City; optimize performance and security.

- Monitor and ensure uninterrupted operation of the membership registration system and electronic visa (e-Visa) issuing procedure.

#### **d) Smart city integration, FinTech, and innovation**

- Deploy and synchronize technological solutions with Da Nang City's smart city ecosystem.

- Provide technical advisory support and supervise controlled testing mechanisms (Sandbox) for emerging technologies such as Blockchain, asset tokenization, and FinTech models.

- Develop Big Data repositories and apply Artificial Intelligence (AI) for operational data analysis and decision support.

- Provide technical support and technology solution consultancy to member enterprises.

#### **dd) Infrastructure management**

- Manage and operate building technical infrastructure and auxiliary facilities of the International Financial Center.

- Develop efficient infrastructure utilization plans and technical infrastructure and office leasing schemes.

### **4. Position requirements**

#### **a) Professional qualifications**

- Hold a Bachelor's degree with distinction or higher in Information Technology, Computer Science, Data Science, Artificial Intelligence (AI), Management Information Systems, Telecommunications and Electronics, or other relevant disciplines suitable for the International Financial Center, obtained from universities ranked Top 50 (for Bachelor's degrees) or Top 100 (for Master's or Doctoral degrees) in reputable international rankings such as QS, THE, or ARWU at the time of graduation.

- Priority shall be given to candidates holding a Master's degree and international professional certifications, including:

- + Management & Security: CISSP, CISM, ITIL, PMP;

- + Emerging Technologies: Certified Blockchain Expert, AI Professional, Certified Data Scientist;

- + Infrastructure / Cloud: CCNA/CCNP, AWS Certified Solutions Architect, Microsoft Azure Administrator.

#### **b) Work experience**

- Have at least 05 years of experience in information technology fields such as system administration, IT infrastructure management, Big Data, FinTech product development, cybersecurity, digital platform development, Blockchain,



and coordination of technology solution providers at state management agencies in the IT sector; or at international financial centers worldwide; or at financial institutions, investment funds, or multinational corporations listed in the Forbes Global 2000 (2025).

- Priority will be given to candidates who have held or are currently holding management positions at the department level or higher in state management agencies in the field of information technology, or in international financial centers around the world, or in financial institutions, investment funds, or multinational corporations listed in the Forbes Global 2000 list in 2025.

### **c) Skills and competencies**

- Proficient written and verbal English communication skills, particularly in technology and finance-related contexts, for working with international partners.

- Strong expertise in server system administration (Windows Server, Linux), virtualization technologies (VMware, Hyper-V), and system monitoring tools.

- Capability to operate Data Centers in compliance with Tier 3 standards.

- In-depth understanding of e-Government architecture, operation of Public Service Portals and One-Stop Administrative Systems; ability to integrate systems via APIs.

- Database administration skills (SQL, Oracle), ensuring data integrity and high availability for administrative transactions.

- Expertise in email server administration (e.g., Microsoft Exchange, Zimbra, Office 365) and email security protocols (SPF, DKIM, DMARC) for anti-spam and anti-phishing purposes.

- Ability to assess and evaluate FinTech business models, digital payment solutions, and Decentralized Finance (DeFi).

- In-depth knowledge of Blockchain operations, Asset Tokenization, and Smart Contracts to support the development of technical frameworks for Sandbox mechanisms.

- Capability to leverage Big Data and apply Artificial Intelligence (AI) / Machine Learning to analyze trends, detect financial fraud, and optimize system operations.

- Ability to assess system security levels and design multi-layer security architectures for critical financial data infrastructure.

- Incident response and information security handling skills, ensuring rapid system recovery and data integrity protection.

- Experience in managing large-scale IT projects, coordinating resources and technology solution providers.
- Ability to develop standard operating procedures for technical systems and risk contingency plans.
- Capability to evaluate costs and benefits of technology solutions to select optimal investment options.

### **III. OFFICER OF LEGAL DEPARTMENT**

#### **1. Recruitment target: 01-02 positions**

#### **2. Functions and mandates of the Department**

The Legal Department is responsible for reviewing the legal compliance of the operations and governance of the Executive Agency of the Viet Nam International Financial Center in Da Nang City, ensuring conformity with applicable laws and regulations and alignment with international standards.

#### **3. Key duties and responsibilities**

##### **a) Legal review and consultation**

- Conduct legal reviews of administrative documents, contracts, and other instruments issued by the Executive Agency of the Viet Nam International Financial Center in Da Nang City.
- Provide legal advice and recommendations regarding the operations of the Executive Agency and the activities of its members.

##### **b) Development of legal and regulatory frameworks**

- Draft, review, and finalize internal procedures, operational regulations, and governance rules.
- Monitor and update domestic and international legal frameworks relevant to the operations of the international financial center.

##### **c) Compliance supervision and legal risk management**

- Supervise legal compliance in the operations of the Executive Agency of the Viet Nam International Financial Center in Da Nang City.
- Conduct legal risk assessments and implement legal risk control measures.

##### **d) Dispute resolution and legal risk handling**

Provide legal advice on the handling of complaints, disputes, and emerging legal issues.

##### **dd) Legal capacity building**

Provide legal guidance; disseminate and update legal knowledge for professional units within the Executive Agency of the Viet Nam International Financial Center in Da Nang City, as well as partners and relevant stakeholders.

#### **4. Position requirements**

##### **a) Professional qualifications**

- Hold at least a Bachelor's degree with excellent academic standing or higher in Law (preference given to Economic Law, Financial Law, or International Law) from universities ranked in the top 50 (for Bachelor's degrees) or top 100 (for Master's and Doctoral degrees) in the field of law according to reputable rankings such as QS World University Rankings (QS), Times Higher Education (THE), or Academic Ranking of World Universities (ARWU) at the time of graduation.

- Possession of a practicing lawyer license or internationally recognized professional certifications or compliance-related training is an advantage.

##### **b) Work experience**

At least five (05) years of professional experience in legal affairs, financial law, licensing, or compliance at state management agencies, international financial centers, or financial institutions, investment funds, or multinational corporations listed in the Forbes Global 2000 (2025).

- Preference given to candidates who have held or are holding managerial positions at the department level or higher in state management agencies, international financial centers, or organizations listed in the Forbes Global 2000 (2025).

##### **c) Skills and competencies**

- Proficiency in spoken and written English, with a preference for legal English.

- Strong negotiation skills and experience working with domestic and international agencies, organizations, and individuals.

- Strong legal reasoning skills and the ability to independently research and update legal regulations and international standards relevant to the activities of the international financial center.

- Experience in developing, reviewing, and maintaining legal databases and legal documentation systems.

- Sound legal knowledge relevant to the operational fields of the international financial center; preference given to experience in litigation law and public administrative law.

- Ability to provide legal advisory services and guidance on the application of laws to professional units within the international financial center and relevant stakeholders.

- Competence in policy development and drafting legal documents related to the operational scope of the international financial center.

#### **IV. OFFICER OF MEMBERSHIP DEPARTMENT**

**1. Recruitment target:** 01-02 positions

**2. Functions and mandates of the Department**

The Membership Department is responsible for member management, licensing, registration, supervision, and the provision of investor services, ensuring transparency, efficiency, and credibility in accordance with international best practices.

**3. Key duties and responsibilities**

**a) Membership management and licensing framework**

- Research and develop draft regulations, procedures, and standards for member registration, management, recognition, and licensing.

- Maintain a risk-based classification and licensing framework.

**b) Application assessment and approval**

- Assess and process applications for registration, amendments, renewals, and revocations.

- Prepare recommendations for approval or rejection.

**c) Registration and information management**

- Manage the member registry and membership databases.

- Ensure data accuracy, information security, and system integrity.

- Maintain tracking and reporting systems on application processing status.

**d) Investor and member services**

- Act as the primary point of contact for investors and members.

- Provide guidance on procedures, compliance requirements, and related operational matters.

**dd) Investment support**

- Implement investment support activities for members of the Viet Nam International Financial Center in Da Nang City.

- Collect feedback from members to improve service quality and policy effectiveness.

## **4. Position requirements**

### **a) Professional qualifications**

- Hold at least a Bachelor's degree or higher in Law, Finance, Public Administration, Economics, or other relevant disciplines aligned with the international financial center from universities ranked in the top 50 (for Bachelor's degrees) or top 100 (for Master's and Doctoral degrees) according to reputable rankings such as QS World University Rankings (QS), Times Higher Education (THE), or Academic Ranking of World Universities (ARWU) at the time of graduation.

- Possession of internationally recognized professional certifications is an advantage.

### **b) Work experience**

- At least five (05) years of experience in licensing, supervision, business registration, or public administration at state regulatory authorities responsible for licensing and supervision in financial sectors, international financial centers, or financial institutions, investment funds, or multinational corporations listed in the Forbes Global 2000 (2025).

- Priority will be given to candidates who have held or are currently holding management positions at the department level or higher in state management agencies in the field of licensing and supervision of financial activities, or in international financial centers around the world, or in financial institutions, investment funds, or multinational corporations listed in the Forbes Global 2000 2025 list.

### **c) Skills and competencies**

- Proficiency in spoken and written English.

- Ability to work effectively with domestic and international stakeholders and represent the organization professionally.

- Capability to analyze the financial and operational status of enterprises and assess compliance with international financial center standards.

- Ability to build and maintain relationships with organizations and enterprises.

- Competence in reviewing applications and information submitted by organizations and enterprises.

- Ability to analyze risks and opportunities associated with proposals.

- Strong data analysis and financial performance assessment skills.

- Ability to prepare evaluation reports and provide recommendations.

- Sound judgment and effective decision-making capabilities.

- Ability to assess complex information to determine levels of compliance with applicable standards./.