



Are you on the ball?

Our Corporate Legal Department within the **Fédération Internationale de Football Association (FIFA)** needs support in connection with the project “benefits for clubs”. Therefore we are looking for two:

Law students / Temporary employees (100%)

start date 1 September 2014 and limited until end of March 2015

Your duties

- Providing administrative and material support to Corporate Legal Department such as photocopying, data processing, archiving, etc.
- Managing and updating a specialist database
- Answering phone calls from all over the world (phone hotline for football clubs, national associations etc.)

Our requirements

- Law student or university degree in Law
- Fluency in the FIFA languages English, German and/or French or Spanish
- IT-know-how, especially excel
- Self-confidence and diplomacy, excellent communication skills
- Staying power (tenacity, ready to work long hours, working under pressure)
- Accuracy and quality orientation, able to set priorities effectively
- Team player with common sense
- Interest in football and knowledge thereof

Would this appeal to you? If you have the qualifications we are looking for and if you are keen to work in an international environment, then we look forward to hearing from you.

Please send your full application, **in English**, through the link below.

[Apply here](#)

FIFA, Human Resources, Zize Cacaj, FIFA-Strasse 20, 8044 Zurich

Fédération Internationale de Football Association

FIFA-Strasse 20 P.O. Box 8044 Zurich Switzerland

Tel.: +41-(0)43-222 7777 Fax: +41-(0)43-222 7878 www.FIFA.com