

Program objectives

- + Strengthen the global competitiveness of Korean youth and create overseas job opportunities
- + Foster next-generation Korean businesses and expand the Korean economic network

Program overview

- + **Program name:** Overseas Korean Business Youth Internship
- + **Organizer:** Overseas Koreans Foundation (OKF, affiliated organization of Ministry of Foreign Affairs)
- + **Participants:** 135 persons
- + **Internship period:** 180 days
- + **Work areas:** Design, trade, administrative and technical work, etc.
- + **Destinations:** US, Asia, Europe, Central America, etc.

Program schedule for 2021

- + The Overseas Korean Business Youth Internship program offers internships three times per year.

	Process	Date	Note
12th (Jun~Sep)	Recruit business participants	Jun 21 ~ Jul 5	Find employers
	Screen business qualifications	Jul 6 ~ Jul 20	Review applications, conduct on-site verification
	Recruit interns	Jul 21 ~ Aug 4	
	Screen intern qualifications	Aug 5 ~ Aug 19	OKF, host company
	Interview candidates	Aug 30	Host company conducts interview in Korea
	Orientation for successful candidates	Sep 6 ~ Sep 10	Five-day joint orientation
	Departure	Sep 13 ~ Oct 30	
13th (Aug~Nov)	Recruit business participants	Aug 16 ~ Aug 27	Find employers
	Screen business qualifications	Aug 30 ~ Sep 10	Review applications, conduct on-site verification
	Recruit interns	Sep 13 ~ Sep 27	
	Screen intern qualifications	Sep 28 ~ Oct 14	OKF, host company
	Interview candidates	Oct 21	Host company conducts interview in Korea
	Orientation for successful candidates	Nov 1 ~ Nov 5	Five-day joint orientation
	Departure	Nov 8 ~ Jan 30 2022	

※ The schedule is subject to change. Please refer to the notice for each group for details.

Participate / Contact information

- + Visit the website www.hansang.net and refer to the notice bulletin.
- + Hansang Business Department, Overseas Koreans Foundation (gotogether@okf.or.kr) (+82-64-786-0284,0287)

Host company requirements

- + Local business registration with at least US\$1 million in annual sales
- + At least ten full-time employees
- + Able to provide interns with local culture training and practical job training
- + Offer internship positions for office or specialized work (jobs such as serving, warehouse management, labeling not allowed)
- + Pay at least US \$600/month
 - ※ Minimum wage must be guaranteed in countries where Korea has signed a working holiday agreement
- + Preference will be given to businesses that can offer assistance in obtaining a work visa and provide permanent employment upon completing the internship.

OKF assistance to host company

- + **Work visa assistance**
 - Eligibility: A company that offers assistance in obtaining a work visa prior to intern's departure
 - ※ Excl. US J1 visa, countries with working holiday visa program
 - Covered expenses: A share of the company's costs related to acquiring a visa (max. US\$1,000/person)

+ Korea-based interview assistance

Category	Details
Eligibility	A business that conducts interviews with at least three candidates and hires at least one intern
Covered expenses	Round-trip airfare, accommodation (two-nights, two persons per bedroom) <ul style="list-style-type: none">· Host company location ↔ Korea round-trip airfare (Economy class, reimburse within GTR limit)· Accommodation designated by organizer<ul style="list-style-type: none">※ Accommodation, interview venue to be announced at a later date※ Assistance is cancelled if a business does not meet the eligibility criteria

※ Please refer to the notice for each group for details on interview assistance

※ Host companies can hire interns through their own video or phone interviews.

Selection process



Key policies

+ Internship period

The internship period is 180 days (6 months) from the day of employment.

+ Weekly business days and working hours

The company must comply with the working hours/days per week agreed upon with the intern. In case of overtime work, the company must obtain the intern's consent and give off-in-lieu or overtime pay.

+ Internship positions

The intern must be assigned the position stated in the internship application. Jobs should principally be office work, but positions such as technical, production and service work may be assigned when agreed upon with the intern during the candidate interview.

+ Company costs

The company must pay the intern the costs stated in the internship application. Cash payments must be provided on a fixed date each month.

※ Minimum wage must be guaranteed in countries where Korea has signed a working holiday agreement.

+ Dismissal

For a dismissal, the employer must provide the intern with a specified notice of the violation of any rules and regulations within the program in the form of a written warning or other documents. The internship may be terminated only after such a notice is provided at least twice.

+ False information

If an application contains false or misleading information, the internship will be suspended and penalties will apply according to guidelines.

+ No unilateral changes to agreed terms and conditions

This internship proceeds under a bilateral agreement between the host company and intern. Therefore, unilateral changes may not be made to the final terms and conditions agreed upon in the internship application and interview. In the case of inevitable changes to the working conditions or payment, the employer must inform the intern and organizer (OKF) beforehand and the changes must be agreed upon.

+ Penalties

If a host company is deemed unsuitable to continue participating in the internship program due to reasons such as violation of the program's rules and regulations, a deliberation committee will be formed to determine whether to issue a warning or cancel qualifications. If qualifications are cancelled, the company will be subject to the penalties below.

- 1) Prohibited from participating in this internship program for two years
- 2) Notification of the disciplinary action to government agencies
- 3) Required to return the whole amount of assistance provided for taking part in the interviews in Korea (airfare, accommodation, meals)

FAQs

Q. What is the internship selection process?



OKF first selects eligible companies and openly recruits applications for positions according to the criteria set forth by employers. The applications are then sent to the respective employer, which screens applications and conducts interviews before making the final selection.

Q. Does the employer pay a share of the costs?

A. The host company must pay the intern applicant directly in cash equivalent to at least US\$600/month during the internship period. However, if the destination is in a working holiday visa agreement with Korea, the minimum wage in that country must be provided.

Q. What about airfare and visa applications?

A. Airfare and visa application costs are paid by the intern candidate while the host company must provide administrative assistance necessary for the visa process.

Q. What is visa application assistance?

A. It refers to assistance provided to a host company that supports the selected intern in obtaining a work visa prior to departure.

- Eligibility: A company that offers assistance in obtaining a work visa prior to intern's departure
- Covered expenses: A share of the company's costs related to acquiring a visa (max. US\$1,000/person)
 - ※ Excl. US J1 visa, countries with working holiday visa program, and Singapore work permit

Q. What is reimbursement of business travel expenses for interview purposes?

A. It refers to assistance provided to the host company that comes to Korea to conduct an interview for the final selection of intern candidates.

- Eligibility: A business that conducts interviews with at least three candidates and hires at least one intern
- Covered expenses: Round-trip airfare, two-night accommodation (Airfare: Host company location ↔ Korea round-trip airfare, economy class reimbursed within GTR limit) (Accommodation: Designated by OKF, two persons per bedroom)
- Interview date: Refer to program schedule

Q. Are all companies guaranteed candidates for their internship position?

A. Submitting an application does not necessarily guarantee an internship. Intern candidates are selected based on the application (criteria) submitted by the host company. If there are no interested candidates, an intern cannot be selected and hired.

Q. Who can apply for an internship position?

A. This internship program selects interns according to criteria submitted by the host company, and the common qualification are Korea-based youth who is: (1) eligible to obtain a visa or travel overseas, (2) interested in working abroad at an overseas Korean business and (3) an individual aged 34 or below (based on recruit notice date) who is a graduate or a final-year student who can work abroad after graduation upon completing the program.

Q. What are the business days and working hours for the internship?

A. The business days and working hours for the internship follow company policy and the precise details regarding working days and hours should be set forth in the internship application. This program is principally based on working five days (40 hours) per week. Adjusted working days and hours may be agreed upon beforehand with the intern candidate.



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국내 청년을 지원하는

한상기업
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Overseas
Korean
Business
Youth
Internship

한상기업 청년채용 인턴십은

국내 청년들의 해외 진출 기회를 제공하고
한상기업에 국내 우수인력을 소개하는 사업입니다.

Overseas Korean Business Youth Internship is a program that offers Korean youth with overseas job opportunities and provides overseas Korean businesses with access to a Korea-based talent pool.

