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## JOB DESCRIPTION

**Job Title:** Associate  
**Business Unit:** Innovation  
**Reporting Managers:** Innovation Director - CIP  
**Subordinate:** N/A

### About YOU

If you have a passion for innovation and new technologies, eager to be hands-on in different innovation projects and supporting startups' growth from all over the world and want to be with a young and audacious team, this can be THE job for you.

### JOB RESPONSIBILITIES & DUTIES

- Facilitator of CIP programs, including help with printable/workshop decks/onsite logistics, etc. To make sure the program run smoothly under the guidance of program director
- Assist in CIP Marketing and event organization
- Assist in research reports and data analysis
- Can perform other tasks of high quality as assigned by the acceleration manager or project director such as proposal crafting or workshop preparation

### JOB HOLDER'S COMPETENCIES & EXPERIENCE

- Bachelor's degree or above, major in Innovation, Economics, Business, Marketing, Engineering or Science
- Experience in consulting, investment management or entrepreneur will be a plus
- Have strong communication, facilitation, and creative problem-solving skills
- Good interpersonal communication in both Mandarin and English
- A willingness to rapidly learn from your colleagues and embrace continuous improvement
- Be familiar with and interest to conduct user research to identify user needs
- Enjoy promoting a positive and innovative culture
- A strong sense of responsibility and ownership
- A strong team orientation
- Fresh graduates are welcomed

### About US

XNode utilize our unique position as the most international platform in Shanghai to provide high-quality Chinese localization services to startups and entrepreneurs, and connect them to topnotch domestic and international stakeholders. We deeply understand how startups work and connect with them on a daily basis. At the same time, we also understand that the ever-changing nature of the digital world is making innovation more pressing than ever for large corporations who now risk becoming obsolete. To address this issue, we also work to bridge the gap between corporates and startups, foster strong intrapreneurship, and give both corporates and startups a platform for them to each demonstrate what they do best. More info via [www.thexnode.com](http://www.thexnode.com)

If you are interested in this position, pls. contact our HR team through [hr@thexnode.com](mailto:hr@thexnode.com)