



The recruitment policy of the WTO is to seek to attract and retain staff members offering the highest standards of competence, efficiency and integrity.
As an Equal Opportunities Employer, the WTO gives full regard to merit and diversity.

Vacancy Notice No.: EXT/L/18-47

Issued On: 18 September 2018

Title: Economic Affairs Officer

Application Deadline (CET): 16 October 2018

Grade: 6

Division: Agriculture & Commodities

Contract Type: L Post

Duration: Two years. The contract may be renewed subject to fully satisfactory performance of the incumbent and the continued availability of funds in the STDF Trust Fund.

Starting Salary: CHF 82,962 net per annum (approximate)

Other In accordance with WTO Staff Regulations and Staff Rules and WTO Pension Plan Regulations.

Conditions: The World Trade Organization offers an attractive compensation package including an annual net salary (subject to mandatory deductions for pension contributions and health insurance), dependency benefits, pension plan, health insurance scheme, separation grant and 30 days annual leave. Benefits for internationally recruited staff may include travel and removal expenses on appointment and separation, installation grant, education grant, rental subsidy and home leave.

Additional information on the compensation package is provided on the WTO website:

https://www.wto.org/english/thewto_e/vacan_e/compensation_e.htm

The Secretariat of the WTO is seeking to fill a position of Economic Affairs Officer in the Agriculture and Commodities Division to assist in technical cooperation and capacity building work, in particular with regard to the administration of the Standards and Trade Development Facility (STDF).

General Functions

Under the overall guidance of the Director of the Agriculture and Commodities Division and the supervision of the Head of the STDF and/or a senior officer in the STDF section, the incumbent will be required to:

1. Assist in the review of applications for STDF projects and project preparation grants (PPGs), developing terms of reference and preparing contracts for the implementation of approved projects and PPGs, and assist in the monitoring and evaluation of projects and PPGs, including reporting and financial oversight. This will involve work in both English and French.
2. Assist in communications and outreach activities, including preparation of project results stories, briefing notes and other materials documenting experiences and good practice in sanitary and phytosanitary (SPS) capacity building, and update content and relevant sections of the STDF website in this regard.
3. Participate in relevant national, regional and/or international workshops, seminars and other events, including in particular events focused on the implementation of the Agreement on the Application of Sanitary and Phytosanitary Measures (SPS Agreement) to facilitate safe trade, and make presentations as appropriate.
4. Generally support the implementation of the STDF strategy and annual work plans, including support in preparing and organizing STDF meetings, preparation of reports, memos and briefings for senior management.

In carrying out the functions above, the incumbent will be expected to cooperate closely with STDF's other founding partners, i.e. the Food and Agriculture Organization of the United Nations (FAO), the World Organisation for Animal Health (OIE), the World Health Organization (WHO) and the World Bank Group, as well as other relevant regional and international organizations, donors and beneficiaries.

REQUIRED QUALIFICATIONS

Education:

An advanced university degree in economics, law, business administration, agriculture/veterinary/food science or other relevant field, or a basic university degree and proven professional knowledge and expertise equivalent to an advanced university degree in the aforementioned domain(s).

Knowledge and skills:

Technical knowledge and skills:

Knowledge and understanding of trade and development issues, including the challenges faced by developing countries in the implementation of the SPS Agreement.

Knowledge of Results-Based Management (RBM) and its application in project design, management and implementation.

General understanding of the functioning of the WTO.

Excellent analytical and writing skills, including ability to produce information materials and products for different audiences.

Ability to analyse and synthesize technical information.

Behavioural skills:

Good organizational skills and ability to work under tight deadlines.

The following capabilities are required: (i) to communicate information in a clear way; (ii) to present technical facts to knowledgeable specialised audiences; (iii) to work as a member of a team, relating to others, while working independently to achieve his/her objectives; (iv) to initiate and build relationships with a variety of people both inside and outside the organization; and (v) to exercise tact and discretion and to maintain confidentiality.

Work Experience:

At least two years of practical experience in the trade or development area. Experience in the preparation, implementation, management and/or evaluation of technical cooperation projects would be an asset.

Languages:

Excellent knowledge of English and French, including the ability to draft accurately, concisely and rapidly and to make effective presentations in both languages. A working knowledge of Spanish would be an asset.

Additional Information:

Only applications from nationals of WTO Members will be accepted.

The WTO may use various communication technologies such as video or teleconference for the assessment and evaluation of candidates. The recruitment process may also involve the use of various forms of testing, assessment centres, interviews and reference checks.

Candidates not selected whose performance in the selection process nevertheless shows them to be suitable for a similar position may be kept on a roster for up to 12 months, and may subsequently be called upon as and when the need arises for additional resources.

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APPLICANTS MAY BE REQUIRED TO SIT A WRITTEN EXAMINATION

APPLICANTS WILL BE CONTACTED DIRECTLY IF SELECTED FOR AN INTERVIEW.

Please note that all candidates must complete an online application form.
To apply, please visit the WTO's E-Recruitment website at: erecruitment.wto.org. The system provides instructions for online application procedures.

All applicants are encouraged to apply online as soon as possible after the vacancy has been posted and well before the closing date - Central European Time (CET) - stated in the vacancy announcement.

PLEASE NOTE THAT APPLICATIONS RECEIVED AFTER THE CLOSING DATE WILL NOT BE ACCEPTED



The WTO is a non-smoking environment