



WORLD TRADE ORGANIZATION  
ORGANISATION MONDIALE DU COMMERCE  
ORGANIZACIÓN MUNDIAL DEL COMERCIO

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/F/19-14

**Issued On:** 4 March 2019

**Title:** Trade Policy Analyst

**Application Deadline (CET):** 1 April 2019

**Grade:** 6

**Division:** Trade Policies Review

**Contract Type:** Fixed-term

**Duration:** One year

**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](https://www.wto.org/english/thewto_e/vacan_e/compensation_e.htm)

**The Secretariat of the WTO is seeking to fill a position of Trade Policy Analyst in the Trade Policies Review Division.**

**THIS IS A POSITION TO REPLACE A STAFF MEMBER ON SPECIAL LEAVE WITHOUT PAY UNTIL SEPTEMBER 2020.**

The Trade Policies Review Division supports the work of the Director-General and WTO members under the Trade Policy Review Mechanism (Annex 3 of the WTO Agreement), which includes preparing periodic reports on members' trade policies, servicing meetings of the Trade Policy Review Body, at which reviews of members' policies are carried out. The Division is in charge of preparing the Director-General's annual report on the Overview of Developments in the International Trading Environment. In addition, it serves the Committee on Regional Trade Agreements and the Committee on Balance-of-Payments Restrictions, and provides support to the Doha Round Negotiating Group on Rules where it relates to regional trade agreements. The Division produces the periodic reports by the Director-General that monitor recent trade policy developments for the entire membership and for G20 economies.

### General Functions

Under the supervision of senior staff in the Division, the incumbent will be involved in all the steps required for the preparation of WTO Trade Policy Reviews. Key functions include:

1. Assisting in the research and analysis of economic and trade-related policies and practices of WTO Members; participating in official missions; and drafting texts and preparing statistics as required.
2. Assisting in servicing meetings of the Trade Policy Review Body and finalizing documents for publication.
3. Assisting in the preparation and/or delivery of technical assistance activities relevant to the work of the Division.
4. Assisting in any other relevant work of the Division, including contributing to the preparation of briefing notes on the economic and trade policies and practices of individual WTO Members for the Director-General and Senior Management.

## REQUIRED QUALIFICATIONS

### Education:

Advanced university degree in economics or in a related field.

### Knowledge and skills:

#### Technical Knowledge and Skills:

Basic knowledge and understanding of WTO Agreements and the functioning of the WTO system.

Good knowledge of international economics and trade issues, and understanding of the economic effects of trade policy.

Excellent analytical and research skills to provide succinct analysis on trade policy issues.

Excellent drafting skills to be able to prepare reports, speeches, and briefing notes.

Proficiency in Microsoft Office applications such as Word, PowerPoint, Excel, etc..

#### Behavioural Skills:

Excellent organizational skills and ability to work as a member of a team.

Highly developed tact and discretion including political sensitivity.

Ability to build relationships with a variety of people both inside and outside the organization.

Ability to communicate information in a clear way and to understand information.

Ability to persuade others to a point of view using facts.

Ability to present technical facts to knowledgeable specialised audiences.

Ability to face and cope with conflict situations with colleagues.

Ability to work as a member of a team, relating to others, while working independently to achieve his/her objectives.

### Work Experience:

Minimum two years of relevant professional experience in economics or in a related field at the national or international level.

### Languages:

Excellent knowledge of English (at a level corresponding or equivalent to a minimum of C1 according to the Common European Framework of Reference for Languages (CEFR)) and either French or Spanish, including a demonstrated ability to communicate accurately, concisely and clearly, both orally and in writing.

Shortlisted candidates will be assessed on their language skills as part of the selection process and may be asked to provide proof of their language skills under a recognized framework (e.g. CEFR, IELTS, UN Language Proficiency Exam, etc.).

### 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

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APPLICANTS WILL BE CONTACTED DIRECTLY IF SELECTED FOR AN INTERVIEW.

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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](http://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