

WORLD TRADE ORGANIZATION

WTO

Geneva

Vacancy Notice No.L14/02

The Secretariat of the WTO is seeking to fill the position of an Economic Affairs Officer, who will function jointly in the Trade Policies Review Division and the Technical Cooperation Division in the implementation of the Doha Development Agenda. This is a special contract position of limited duration and is subject to a fast-track recruitment procedure as defined below. Applications from men and women are equally welcome.

TITLE AND GRADE:	Economic Affairs Officer – Grade 7 ¹
STARTING SALARY:	Approximately Swiss francs 81,600 net p.a.
OTHER CONDITIONS:	<p>In accordance with WTO Staff Regulations and Staff Rules and WTO Pension Plan Regulations as applicable to fixed-term contracts for functions of limited duration.</p> <p>A package of expatriate benefits is available to staff recruited internationally.</p>
DATE OF ENTRY ON DUTY:	The successful candidate will be expected to take up his/her duties by the end of May 2002 at the latest.
TYPE OF APPOINTMENT:	Fixed-term for one year. The contract may be renewed subject to the fully satisfactory performance of the incumbent and the continuing availability of funds.
GENERAL FUNCTIONS:	<p>Under the supervision of senior professionals in both the Trade Policies Review Division and the Technical Cooperation Division, the incumbent will be involved in all the steps required for the preparation of WTO Trade Policy Reviews and the technical cooperation and capacity building mandates embedded in the Doha Ministerial Declaration. Specific duties will include:</p> <ul style="list-style-type: none">a) Research and analysis of economic and trade-related policies of WTO Members;b) delivery of technical assistance and participation in official missions;c) review of data reported into the Doha Trade-Related Technical Assistance Database (the country files);d) drafting of texts and preparation of statistics;e) other relevant work of both Divisions, including the preparation of briefing notes on the economic and trade policies of individual WTO Members for the Director-General and senior management.
REQUIRED	A degree in economics and/or relevant studies in international trade, and

¹The position may be offered at a lower grade if the selected candidate does not fully meet all the required qualifications.

QUALIFICATIONS: a demonstrated ability to carry out policy-oriented research. Ability to organize research materials, to write and communicate clearly, to meet deadlines, to work under constant time pressure, and to cooperate with other colleagues in a diverse international setting.

LANGUAGES: Excellent knowledge of English, including an ability to write accurately, concisely and quickly; and to communicate in an articulate and persuasive manner. Good knowledge of additional languages such as French or Spanish would be helpful, but not a requirement.

APPLICATIONS:² The WTO is employing a fast-track process to fill the above post. **The following special conditions therefore apply in this case and must be strictly observed.**

- a) **Only** applications submitted on the WTO application form available from the WTO website (www.wto.org/vacancies) will be accepted.
- b) Candidates **must** indicate clearly in section 15 of the application form the vacancy notice for which they are applying.
- c) If a candidate is applying for more than one vacancy in this series, a separate application form **must** be used for each vacancy.
- d) Candidates are kindly requested to refrain from enquiring about progress of their application.
- e) Completed forms should be submitted to the following address:

Director, Administration and General Services Division
(Human Resources Section)
WTO
Centre William Rappard
154, Rue de Lausanne
CH-1211 Geneva 21
Switzerland

e-mail: recruitment@wto.org

Important: please take care to specify L14/02 in the subject box.

Applications will **not** be acknowledged. Only applicants possessing the required qualifications will be taken into consideration. Only successful candidates will be notified of the outcome of the competition.

**CLOSING DATE OF THIS
VACANCY NOTICE:**

19 April 2002

²Only applications from nationals of WTO Members will be accepted.