

**WORLD TRADE ORGANIZATION**

WTO

Geneva

Vacancy Notice No.L01/02

The Secretariat of the WTO is seeking to fill a position of Economic Affairs Officer in the Accessions Division to assist in technical cooperation and capacity-building work pursuant to 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<sup>1</sup>
- STARTING SALARY:** Approximately Swiss francs 81,600 net p.a.
- OTHER CONDITIONS:** 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.
- A package of expatriate benefits is available to staff recruited internationally.
- 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:** The incumbent will assist members of the Division in carrying out the tasks assigned to the Division, including the following:
- a) strengthening the Division's capacity to give focused technical help to acceding governments in the accession process, e.g. timely preparation of high quality documentation to be submitted to Working Parties;
  - b) helping in the coordination of technical assistance and training activities being organized by the Technical Cooperation Division or the Training Division in coordination with the Accessions Division;
  - c) assisting the Division in helping acceding governments, particularly the LDC acceding governments, in developing their legislative and enforcement mechanisms to enable them to meet WTO requirements;
  - d) assisting in the servicing of working party meetings, including the drafting of reports, preparation of schedules and other documents;
  - e) preparing briefing and background notes on specific subjects as required.

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

REQUIRED  
QUALIFICATIONS:

Applicants must have a university degree in law, economics or a related discipline. They should have a good understanding of and interest in the requirements of WTO accession and the commitments involved in WTO Agreements. Good knowledge of WTO legal instruments and the Uruguay Round Multilateral and Plurilateral Trade Agreements is essential. Applicants should have proven writing skills, be able to work under pressure of deadlines, and have an understanding of legal and/or economic analysis and drafting.

LANGUAGES:

Excellent knowledge of English and good French. Good working knowledge of additional languages would be an asset.

APPLICATIONS:<sup>2</sup>

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](http://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](mailto:recruitment@wto.org)

**Important:** please take care to specify L01/02 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**

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<sup>2</sup>Only applications from nationals of WTO Members will be accepted.