

WORLD TRADE ORGANIZATION

WTO

Geneva

Vacancy Notice No. 468/ Rev.2

The Secretariat of WTO is seeking to fill two positions of Statistical Officer in the Trade Policies Review Division. Applications from men and women are equally welcome. Serving staff members interested in this position are also invited to apply.

- TITLE AND LEVEL:** Statistical Officer – Grade 7¹
- 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
- A package of expatriate benefits is available to staff recruited internationally.
- TYPE OF APPOINTMENT:** Fixed-term for two years, with possibility of extension.
- GENERAL FUNCTIONS:** Under the general supervision of a senior professional officer, the incumbent will be involved in the analysis and presentation of statistical data for Trade Policy Review reports. Specific duties would include:
- a) analysing and presenting in tabular or graphic form:
 - information on tariffs and other trade policy instruments;
 - trade flows using COMTRADE and other data bases;
 - macroeconomic data, including national accounts and balance-of-payments statistics.
 - b) assessing the accuracy of the work undertaken against sources;
 - c) help carrying out comparative analyses of data sources and draft explanatory notes when required;
 - d) discussing research projects and identifying the nature and availability of national and international data for Members under review;
 - e) liaising with the Division's statistical and secretarial teams as well as with other statistical officers in the WTO and other organizations;
 - f) other tasks as required.

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

**REQUIRED
QUALIFICATIONS:**

- a) A university degree in statistics or economics, and at least two years' relevant practical experience in the statistical analysis of trade and economic data;
- b) solid knowledge of statistical methods and economic statistics;
- c) understanding of tariff, trade and industrial classifications, as well as national and international practices in this area;
- d) good knowledge of PC software tools (particularly Excel and Access) and their application to statistical work, and ability to programme in Visual Basic;
- e) ability to work with a minimum of supervision, and to exercise initiative and judgement.

LANGUAGES:

Fluency in English; working knowledge of French or Spanish would be an asset .

APPLICATIONS²:

Please use the online application form which may be downloaded from the WTO website – www.wto.org - under "vacancies". If you are unable to download the application form, please send an e-mail or fax to the Human Resources Section requesting the form. A completed form may also be submitted to the following address:

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

E-mail: humanresources@wto.org

Fax:: +41-22-739 5772

Please do not send your application via multiple routes. It is not necessary to follow your application up with copies of qualifications, previous employment contracts, entire publications etc.

Candidates **must** indicate clearly in section 15 of the application form the Vacancy Notice No. 468.

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

Candidates are kindly requested to refrain from enquiring about progress of their application.

**CLOSING DATE OF THIS
VACANCY NOTICE:**

9 July 2002

No applications will be considered after this date.

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