

WORLD TRADE ORGANIZATION

WTO

Geneva

Vacancy Notice No. 486

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

TITLE AND GRADE:	Economic Affairs Officer – Grade 7
STARTING SALARY:	Approximately Swiss francs 84,300 net p.a.
OTHER CONDITIONS:	<p>In accordance with WTO Staff Regulations and Staff Rules and WTO Pension Plan Regulations.</p> <p>A package of expatriate benefits is available to staff recruited internationally.</p>
TYPE OF APPOINTMENT:	Fixed-term for two years with possibility of extension.
GENERAL FUNCTIONS:	<p>Under the supervision of a senior professional of the Division, the incumbent will be involved in all the steps required for the preparation of WTO Trade Policy Reviews. 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) participation in official missions;c) drafting of texts and preparation of statistics;d) servicing meetings of the Trade Policy Review Body and finalization of documents for publication;e) other relevant work of the Division, including the preparation of briefing notes on the economic and trade policies of individual WTO Members for the Director-General and senior management.
REQUIRED QUALIFICATIONS:	<p>An advanced university degree in economics, including relevant studies in international trade, and a demonstrated ability to carry out policy-oriented research. Up to five years of professional experience in dealing with trade-related policy issues. 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.</p>

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, especially French or Spanish, is also required.

APPLICATIONS¹:

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. 486.

Applications will **not** be acknowledged. Only applicants possessing the required qualifications will be taken into consideration. Only the successful candidate 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:

12 May 2003

No applications will be considered after this date.

¹ Only applications from nationals of WTO Members will be accepted.