ADMINISTRATOR (GRADE A2/A3), NON-MEMBER COUNTRIES BRANCH, ENVIRONMENT DIRECTORATE

Programme of Technical Assistance to the Authorities in the Republics of the ex-Soviet Union

Closing date for applications: 19th March 1992

Duties:

1. Assist in developing and implementing a programme of environmental co-operation with the Republics of the former Soviet Union.

2. Monitor environmental issues and policies in those Republics; prepare analytical and policy-related reports as directed; compile, analyse and present supporting data on environmental conditions.

3. Collaborate with consultants and experts from Member countries to provide urgently-needed assistance to the Republics.
4. Co-operate with staff in other OECD Directorates, particularly the Centre for Co-operation with European Economies in Transition; maintain good working relations with other international organisations and Member countries on related activities.

Principal qualifications:

1. Advanced university degree in a relevant discipline, preferably with a strong emphasis on economics.

2. At least several years’ experience of working on environmental policy issues, preferably in a national administration.

3. Experience of environmental co-operation within a bilateral or multilateral institution would be an advantage, especially experience of environmental co-operation with Central and Eastern European countries.

4. Experience of working with personal computers for data processing would be an advantage.

5. Excellent knowledge of one of the official languages of the Organisation (English and French); proven ability to draft well in that language; good knowledge of the other official language; knowledge of east European languages, in particular Russian, would be an advantage.