The OECD is an international organisation based in Paris with some 2000 staff. We are looking for a Corporate Governance Specialist to oversee and manage various activities of the programme of work of the Centre for Co-operation with Non-Member economies (CCNM), with a particular focus on the Division’s Asia-related activities (principally corporate governance and insolvency reform). The person will report to the Head of the Corporate Affairs Division in the Directorate for Financial, Fiscal and Enterprise Affairs.

The job...

1. Assist in the promotion of better corporate governance in non-member economies through the organisation of policy meetings and other activities on topics related to corporate governance.

2. Oversee work by project staff and consultants for the Forum for Asian Insolvency Reform (FAIR) and other activities related to insolvency reform.

3. Represent the OECD in international organisations’ meetings and other fora in the area of corporate governance and other corporate affairs issues.

4. Provide high-quality analytical work in the areas of corporate governance and other related corporate affairs issues. Take responsibility for drafting of the Asian Corporate Governance White Paper.

5. Participate in horizontal activities within the OECD in the areas related to corporate affairs, notably contribute to the development of the China corporate governance programme.

6. Supervise and co-ordinate the work of administrators, project staff and consultants in the areas of corporate governance and other corporate affairs issues, in particular for the Asian Corporate Governance Roundtable and the Eurasian Corporate Governance Roundtable.

7. Assist in the management of the Corporate Affairs Division and carry out other related duties as required.

The person we are looking for should have...

1. An advanced university degree in law, preferably in commercial law. An equivalent degree in economics or business could also be acceptable.

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21-Aug-2001
2. At least 10 years’ experience in the area of corporate affairs (principally corporate governance, corporate law, and/or insolvency-restructuring), preferably in the private sector.

3. Proven experience in leading project teams and in managing consultants. Demonstrated ability to work effectively in a range of cultural and political contexts and make innovative contributions to the development and implementation of the Division’s work plan and the Division’s management.

4. Strong, proven analytical capacity in the area of corporate affairs. A knowledge of policy issues and a demonstrated capacity to write clearly on these issues. Good knowledge of the relevant scientific and policy literature. A knowledge of the Asian corporate affairs policy context and issues would be an important plus.

5. Strong communication and interpersonal skills, in particular the ability to pursue and present the work of the Division with skill and judgement in dialogue with Member and non-member governments at senior levels and outside audiences.

6. Ability to plan, prioritise, work under pressure and adapt to new tasks. Good organisational skills and ability to work under minimal supervision are required.

7. Demonstrated ability to produce and supervise the drafting of clear and concise drafts of technical and policy-oriented reports.

8. Excellent knowledge of one of the official languages of the OECD (English and French); good knowledge of the other. Knowledge of an Asian language would be an advantage.

N.B. The appointment may initially be made at the level immediately below if the qualifications and professional experience of the selected applicant correspond to that level; in this case, the duties and responsibilities assigned to the post will be adjusted accordingly.

We are an equal opportunity employer and encourage applications from female candidates.


Only candidates selected for interview will be contacted.

For more information on OECD and our recruitment, please see www.oecd.org