

# JAWATAN-JAWATAN KOSONG

Disumbangkan oleh Ariffin  
Saturday, 21 April 2007  
Dikemaskini pada Tuesday, 09 February 2010

## JAWATAN-JAWATAN KOSONG

### KEMENTERIAN HAL EHWAL LUAR NEGERI DAN PERDAGANGAN

#### JAWATAN KOSONG DI "ORGANISATION FOR THE PROHIBITION OF CHEMICAL WEAPONS (OPCW)

Division- Office of the Legal Adviser

Job Title Job- Legal Officer &dash; P-3 Closing Date: 20 Februari 2010

#### Job Summary

Within limits of delegated authority and under the supervision of a Senior Legal Officer, the Legal Officer:

1. Provides legal advice on a wide range of public international law issues including the interpretation of legal instruments, provides legal opinions and advice on issues relating to the functions, structure and activities of the OPCW, such as the CWC and related documents, the HEADQUARTERS Agreement, international conventions and treaties, or other legal instruments relevant to the work of the OPCW;
2. Co-ordinates the negotiation of draft facility agreements between the OPCW and States Parties to be inspected, and assists in the negotiation of privileges and immunities agreements;
3. Assists States Parties, upon request, in the implementation of their obligations under the CWC, including through participation in and conduct of training activities on the legal requirements for the implementation of the CWC ;
4. Assists the Legal Adviser in representing the OPCW in staff appeals and disciplinary proceedings, based on the Staff Regulations and Rules administrative issuances and the judgements of the Administrative Tribunal of the International Labour Organization and other International administrative tribunals, and relevant principles of law;
5. Provides legal advice on contracts and procurement issues, including the development, implementation and interpretation of OPCW Financial Regulation of substantial or complex commercial agreements and contracts for the OPCW;
6. Represents the Legal Adviser, and/or serves as a member upon appointment by the Director-General on various internal advisory bodies such as the Appeals Council and the Joint Disciplinary Committee, the committee on contracts and provides, as requested, legal advice to such bodies;
7. Performs extensive legal research and analysis and drafts legal opinions, reports, studies, briefs, administrative issuances and correspondence on diverse matters;
8. Performs other other duties as requested.

#### Requirments:

- &bull; Advanced university degree in Law, with specialization in Public International Law or Administrative Law, in additions to a first degree in Law. A first level university degree in Law with at least seven years relevant experience may be accepted in lieu of the advanced university degree.
- &bull; Strong analytical skills and proficiency in legal research with the ability to develop innovative solutions to complex legal issues, and a good understanding of the relation between legal issues and policy initiatives;
- &bull; Strong planning and organizational skills with the ability to manage time effectively and prioritise activities;
- &bull; Excellent writing skills, a well developed sense of judgement and ability to work under pressure of time and urgent deadlines;
- &bull; Excellent communication skills, including proven negotiation skills;
- &bull; Flexibility and problem solving skills;
- &bull; Discretion, tact accuracy and ability to work as a team with other colleagues in the Office of the legal Adviser;
- &bull; Good computer skills;
- &bull; Excellent social manners, cultural sensitivity and ability to work in a multi-cultural environment.

#### Experience:

- &bull; At least five years of progressively responsible professional experience in the practice of law either in an international organization, government department or law firm, or similar environment, with a focus on international, administrative and/or commercial legal matters;
- &bull; Experience with the legal aspects of the UN common system will be an asset.

Division - Administration

Job Title - Software Arcitect, P-3 Closing Date - 17 Februari 2010

### Job Summary

#### Duties:

1. Following the organisation's quality assurances principles in all performed activities and following the Software Development's methodology, manages an application development project in all its phases with minimal or no direct technical supervision:

- Analyses user requirements in cooperation with the Business Analyst;
- Prepares functional specifications, designs, codees, tests and implements and enhancements for the development and maintenance of those applications;
- Co-ordinates with the users the formalization of the functional requirements and enhancements for the development and maintenance of those applications;
- Designs, develop and tests any code, software components and add ons needed to run the applications;
- Defines and designs the relational database as well as all the required views and procedures to retrieve, insert, change and delete records (CRUD);
- Defines and designs the necessary database models and reports intergrates and implements the OPCW security standards and measures in the developed application systems.

2. Researches new developments in computer software technology; recommends the introduction of new technology appropriate to the organisation's automation needs and assists in preparing technical and commercial evaluations of software products and/or application packages;

3. Performs acceptance tests and carries out the initial installation of systems components in production, provides software support and post implementation evaluation of systems performance and functionality;

4. Produces detailed technical and system documentation (both hardcopy and online pypertext formats) for all the accomplished work; assists in initial user training requirements and user support;

5. Performs other duties as required.

#### Requirements:

• Advanced university degree in Computer Sciences or other domain related to software development; a first level university degree in combination with qualifying experience (minimum 7 Years) may be accepted in lieu of the advanced university degree.

• Solid knowledge of Agile software Development methodologies and practical knowledge of developing, testing, deploying and maintaining medium to large web based and client/server applications;

• Knowledge of the Cognos Business Intelligence software is essential and required for intergration with in-house systems;

• Proficiency with XML and XSL transformation;

• Cognos B1 and one ofr more Microsoft certification are highly desirable;

• Ability to analyse problems and react quickly in problematic situations with a minimum supervision;

• Excellent organizational skills;

• Excellent communication skills, both oral and written

#### Experience:

• At least 5 years of related experience in general programming .

• At least 5 years experience in developing and/or maintaining large integrated systems in web and client/server environment;

• Advanced experience in designing anddeveloping application with C# or VB.,NET and Cognos BI/ReportNet is essential;

• Experience in implementing application systems in highly secured environment is desirable;

• Experience in writing technical documentation, implementation manuals or user guides would be desirable;

• Experience in leading software development projects

• Experience in working for an international organization or in a multi-cultural environment is desirable

• Experience in designing corporate software solutions within and for an organization with more than 500 members of staff is desirable.

Laman Web: [www.opcw.org](http://www.opcw.org)

Dikemaskini 6 Februari 2010 (Sabtu)