

# Vacancy Announcement

**Position title: Regional Project Officer, OIE Regional Representation for Asia and the Pacific**

**Salary: Base salary 450.000 JPY per month, commensurate with qualifications and experience**

**Duration: One (1) year, renewable**

## **Context:**

The World Organisation for Animal Health (OIE) is the intergovernmental organisation responsible for improving animal health, veterinary public health and animal welfare worldwide, as well as for ensuring transparency of the global animal disease situation. The standards it develops for the trade of live animals and products of animal origin are recognized by the World Trade Organization as reference international sanitary rules [www.oie.int](http://www.oie.int).

The OIE, then known as the « *Office internationale des épizooties* », was created on the 25th of January 1924. Its Headquarters are based in Paris. It comprises 182 Member Countries and is present on all continents through 12 Representations. The OIE maintains permanent relations with over 71 international and regional organisations.

The OIE Regional Representation for Asia and the Pacific, based in Tokyo, Japan, provides regionally adapted services to 32 OIE Members in the region so that they may enhance the capacity of national Veterinary Services to implement the OIE standards and guidelines for securing animal health and welfare.

## **Positioning and reporting**

Under the authority of the OIE Director General and immediate supervision of the OIE Regional Representative for Asia and the Pacific, and in close collaboration with other officers in OIE Regional Representation for Asia and the Pacific.

## **Job purpose**

The Regional Project Officer will be responsible for the implementation of the activities relating to the prevention and control of transboundary animal diseases and other threats at the human-animal-environment interface conducted by the Regional Representation for Asia and the Pacific.

## **Missions and activities**

- Planning and organising regional meetings, workshops and other activities relating to transboundary animal diseases including zoonoses and veterinary biologics;
- Coordinating with relevant developing partners, including regional offices of FAO and WHO, on the regional activities under One Health Concept;
- Contribute to the improvement of OIE's communication with regional members, partners, stakeholders and public citizens, including the renovation of the OIE Regional Website and the wider dissemination of OIE communication tools and materials;
- Responding to queries/requests from Members in the Region on scientific and technical matters relating to the work of the Regional Representation, and liaising as appropriate with the OIE Headquarters;
- Participating in regional meetings representing the Regional Representation.

## **Qualifications and Experience**

### **Qualifications**

- Graduate Degree in Veterinary Medicine;
- At least five years of work experience in the veterinary services, preferably in experience in an international development context;
- Previous experiences in engaging in the OIE related activities (national focal point, attending OIE meetings, disease reporting, etc.) will be considered an asset.

## Requirements

### *Technical skills*

- Good understanding of animal disease prevention and control, including in the context of international trade;
- Ability to organise and support international meetings including drafting conclusions and recommendations;
- Excellent command of English (except for native English speaker or graduate of university programme in English, results of English proficiency examination should be presented);
- Excellent writing skills
- Good computer command, including database and website management and/or maintenance.

### *Additional skills*

### *Interpersonal skills*

- Excellent organisational and coordination skills, ability to efficiently prioritize work across multiple parallel tasks and to manage tight deadlines
- Strong analytical skills and capacity to think strategically
- Courtesy, tact and ability to establish and maintain good working relations in a multinational and multicultural environment
- Excellent communication, facilitation and diplomatic skills

## Working conditions

Overseas travel abroad is expected on a regular basis, mostly in the Region of Asia and the Pacific.

## General information

The OIE places high value on a multicultural and positive work environment.

The OIE is an equal opportunity employer and welcomes applications of all qualified candidates, irrespective of their ethnic origin, gender, opinions or beliefs.

This is a full-time position as an international civil servant based at the OIE Regional Representation in Tokyo (Japan) that is available from 1<sup>st</sup> March 2018.

If you are interested in the position, please complete your application online **by 17 December 2018 at noon** (Paris local time) **at the latest** by clicking on the link below.

Should you have any questions, please contact Human Resources at [hr.dept@oie.int](mailto:hr.dept@oie.int).

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