



Vacancy No: RAPS/3/2013/GOVERNANCE/05

Date: 25 September 2013

Title: Labour Law Specialist

Application Deadline (midnight Geneva time) **27 October 2013**

Grade: P.4

Organization unit: DDG/P GOVERNANCE

Contract type: Fixed-Term Appointment

Duty Station: Geneva, Switzerland

The following are eligible to apply:

- ILO Internal candidates in accordance with paragraphs 15 and 16 of Annex I of the Staff Regulations.
- External candidates.

Other staff members with at least five years of continuous service with the Office are encouraged to apply and will be given special consideration at the screening and evaluation stage.

Within the context of the ILO's efforts to promote staff mobility, applicants should expect to take up different assignments (field and Headquarters) during their career. The desirable length of the assignment in this specific position is three to five years, following which period the incumbent should be willing to move to another assignment and/or duty station.

The ILO values diversity among its staff and aims at achieving gender parity. We welcome applications from qualified women and men, including those with disabilities.

Applications from qualified candidates from non- or under-represented member States, or from those member States which staffing forecasts indicate will become non- or under-represented in the near future, would be particularly welcome. A list of these countries is in Appendix I.

Conditions of employment are described in Appendix II.

INTRODUCTION

The position is located in the Labour Law and Reform Unit of the Tripartism and Governance Department (GOVERNANCE). GOVERNANCE develops advice on labour laws and assistance on labour law reforms based on ILO conventions and recommendations. It provides state-of-the-art technical support and capacity-building to labour ministries and assists labour inspectorates to build capacity and develop strategies to achieve compliance with labour laws, including occupational safety and health laws. It advocates and helps constituents to build strong and functional institutions and processes for social dialogue. GOVERNANCE includes ILO programmes to realize fundamental labour rights. It incorporates the following Branches and Units: Labour Administration, Labour Inspection and Occupational Safety and Health; Fundamental Principles and Rights at Work; Better Work; Labour Law and Reform; and, Social Dialogue and Tripartism.

The overall mandate of the Labour Law and Reform Unit is to promote social justice by providing support to governments and other constituents to establish rule of law and good governance in the field of labour and employment by providing services that:

- a) increase the number of member States which base their labour laws and other employment-related

legislation on ILO standards and advice and use a tripartite consultative process in the preparation of such legislation;

b) assist member States to establish and strengthen labour courts, industrial tribunals and dispute resolution mechanisms so that individual and collective disputes are dealt with efficiently, effectively and equitably;

c) integrate gender into all aspects of labour law and dispute settlement.

Within the above mandate, the Labour Law Specialist will be primarily delivering advisory services to Member States and assisting tripartite constituents in assessing and, where necessary, framing or revising their national labour laws. The means of action to be employed by the Labour Law Specialist include undertaking research, advocacy of ILO standards and principles, collection and dissemination of technical information on labour law, training of government officials, representatives of employers' and workers' organizations, member of the judiciary and the provision of technical advice, in particular drafting and revising legal texts. The position will report to the Head of the Labour Law and Reform Unit.

Description of Duties

Specific Duties

1. Initiate, design, supervise, conduct and publish comparative analytical research on a wide range of labour law policy questions at the centre of legal reforms, with a particular attention to the outcome of regulatory options and the inter-relations between regulations, industrial relations practices and labour market developments.
2. Provide technical advice on matters pertaining to labour law reform, including with respect to the establishment, management and delivery of a law reform process, and actual drafting of legislative provisions.
3. Facilitate tripartite consultations on labour law reform and represent the Office on missions which may be of a sensitive or controversial nature and before parliamentary bodies, ministries or labour secretariats.
4. Develop, plan and implement labour law technical advisory projects.
5. Assist in the preparation of strategic work plans that respond to constituents needs and integrate work with other Branches or Units of the GOVERNANCE and, as appropriate, with other Departments and country offices.
6. Establish and maintain contact with labour law research centres and academia to advocate ILO standards and principles, collect and disseminate technical information on labour law, to provide technical advice, and to exchange research.
7. Undertake any other relevant tasks as requested by the supervisor and the Director of GOVERNANCE.

These specific duties are aligned with the relevant ILO generic job description, which includes the following generic duties:

1. Analyse draft labour legislation submitted by governments to the ILO for comments prior to adoption.
2. Undertake research and write studies on complex problems (i.e. judging compatibility between legislation and practice) relating to international labour standards, labour law and labour relations, as well as prepare manuals and articles.
3. Prepare notes, reports and documents concerning questions of international law or labour standards, including requests for interpretations on complex legal questions, for consideration by governments, the Governing Body, the International Labour Conference and the Director-General. Develop strategies for follow-up to decisions made by policy bodies.
4. Represent the work unit at meetings, including Conference committees and industrial committees, to provide advice on legal questions or questions concerning international labour standards or labour relations.

Act as adviser to Conference committees and assist in the drafting of international legal instruments and participate in preconference work, including drafting committees. Represent the Office at meetings of other international organisations.

5. Develop, plan and implement technical advisory and promotional activities, including tripartite seminars, workshops, lectures and discussion groups. Represent the Office on missions which may be of a sensitive or controversial nature and before judicial bodies. Represent the work unit on internal committees or at inter-agency meetings.

Required Qualifications

Education

Advanced degree in law with specialization in labour law and labour relations, particularly in common law system.

Experience

Minimum of eight years' practical experience at the national level or at least six years at the international level in labour law and labour relations. Proven experience in research work, training and drafting in the field of labour law. Field experience and/or knowledge of Occupational Safety and Health legislation and/or ILO International Labour Standards principles and procedure would be an advantage.

Languages

Excellent command of English and proven ability to draft reports in English. A good working knowledge of French or Spanish.

Competencies

Technical Competencies

Design research studies and conduct comparative analyses involving the application of principles of law to the analysis of administrative, substantive and procedural problems of substantial intricacy. Advise and persuade colleagues and constituents on legal questions.

In addition to the ILO core competencies, this position requires ability to:

Behavioural Competencies

Deal with colleagues and constituents with tact and discretion. Work under pressure and meet tight deadlines. Work effectively in a team. The ability to work in a multicultural environment and gender-sensitive behaviour and attitudes are also required.

Additional Information:

Evaluation (which may include one or several written tests and a pre-interview competency-based assessment centre) and the interviews are expected to take place between November 2013 and January 2014. Candidates are requested to ensure their availability should they be short listed for further consideration.

APPLICANTS WILL BE CONTACTED DIRECTLY IF SELECTED FOR WRITTEN TEST.

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Angola	Antigua and Barbuda	Armenia	Austria	Azerbaijan
Bahamas	Bahrain	Bangladesh	Barbados	Belize
Botswana	Brunei Darussalam	Cambodia	Cape Verde	China
Congo	Cyprus	Democratic Republic of Timor-Leste	Equatorial Guinea	Eritrea
Gabon	Gambia	Georgia	Grenada	Guatemala
Guyana	Iceland	Iraq	Japan	Kazakhstan
Kiribati	Kuwait	Kyrgyzstan	Latvia	Liberia
Libya	Maldives	Malta	Marshall Islands	Mexico
Montenegro	Mozambique	Namibia	Nicaragua	Oman
Palau	Papua New Guinea	Paraguay	Poland	Qatar
Republic of Korea	Saint Kitts and Nevis	Saint Lucia	Saint Vincent and the Grenadines	Samoa
San Marino	Saudi Arabia	Seychelles	Slovakia	Solomon Islands
Somalia	South Sudan, Republic of	Swaziland	Syrian Arab Republic	Tajikistan
Togo	Turkmenistan	Tuvalu	United Arab Emirates	United States of America
Uzbekistan	Vanuatu	Viet Nam	Yemen	

APPENDIX II CONDITIONS OF EMPLOYMENT

- Any appointment/extension of appointment is subject to ILO Staff Regulations and other relevant internal rules.
- The first contract will be issued for a twelve-month period (for Geneva-based positions) and a twenty-four month period (for non Geneva-based positions)
- A successful external candidate will be on probation for the first two years of assignment.
- Any extension of contract beyond the probation period is subject to satisfactory conduct and performance.

Grade: P.4

Salary and post adjustment (with dependants)		US\$
Salary	Minimum	72467
	rising to	
	Maximum	94540
Post adjustment for Geneva	Minimum	72032
	Maximum	93972
Salary and post adjustment (without dependants)		US\$
Salary	Minimum	67483
	Maximum	87447
Post adjustment for Geneva	Minimum	67078
	Maximum	86922

Please note that the above salary levels are determined according to the criteria established by the International Civil Service Commission. The ILO is international public sector employer and salary and other employment conditions are not negotiable.

Other allowances and benefits subject to specific terms of appointment:

- Children's allowance (except for the first child if the dependent rate of salary is paid in respect of that child);
- Children's education grant (per child per year);
- Pension and Health Insurance schemes;
- 30 working days' annual leave;

- Assignment Grant;
- Entitlement to transport expenses of personal effects;
- Repatriation Grant;
- Home-leave travel with eligible dependants every two years;
- Rental subsidy (if applicable).

Recruitment is normally made at the initial step in the grade.

Salaries and emoluments are exempt from taxation by the Swiss authorities and, on the basis of international agreements or national law relating to presence or residence abroad, are generally exempt from taxation by other governments. In the absence of exemption, in most cases tax paid will be reimbursed in accordance with an ILO document which will be supplied upon request.

While the successful candidate will be initially working in Geneva, he/she may be assigned to any duty station designated by the Director-General of the ILO.

Please note that all candidates must complete an on-line application form.

To apply, please visit ILO's e-Recruitment website at: erecruit.ilo.org. The system provides instructions for online application procedures.

The ILO does not charge any fee at any stage of the recruitment process whether at the application, interview, processing or training stage. Messages originating from a non ILO e-mail account - @ilo.org - should be disregarded. In addition, the ILO does not require or need to know any information relating to the bank account details of applicants.

Depending on the location and availability of candidates, assessors and interview panel members, the ILO may use communication technologies such as Skype, Video or teleconference, e-mail, etc for the assessment and evaluation of candidates at the different stages of the recruitment process, including assessment centres, technical tests or interviews.

Currently accepting applications



ILO has a smoke-free environment