

# LEGAL OFFICER

**DUTY STATION:** Brcko

**GRADE:** 8

**CONTRACT TYPE:** National

## **PURPOSE AND SCOPE OF POSITION:**

Under the direct supervision of the Head of the Legal Section OHR-North, the Legal Officer is responsible for harmonizing entity legislation in the Brcko District in accordance with the Brcko Final Award. Officer is in particular dealing with all aspects of administrative reform in the Brcko District of Bosnia and Herzegovina and the development of the legal framework of the integrated public administration in the Brcko District.

## **DUTIES AND RESPONSIBILITIES:**

- Review and harmonize Entity legislation in accordance with the Final Award;
- Liaise with District authorities identifying areas of priority for harmonization;
- Harmonize and reform entity legislation regarding public administration in the Brcko District including the drafting of the Law on Public Employment, Law on Civil Service in accordance with the principles of the respective State Law;
- Develop all necessary regulations for the implementation of the Laws on Public Employment and Civil Service;
- Provide legal advice for the development of decision-making procedures for the Brcko District administration based on transparency, simplification and free-access criteria;

- Harmonize Entity legislation in a wide range of areas as assigned by the Head of Section and in accordance with the Section's work plan;
- Monitor the work of the District Government and the implementation of District legislation;
- Present reports to the Head of Section on a wide range of legal issues;
- Provide legal advice and assistance to all other OHR-North Sections as directed by the Head of Section.

**PROFESSIONAL REQUIREMENTS / QUALIFICATIONS:**

- Law Degree;
- At least three years of experience in practicing law;
- Understanding of the Final Award and the Statute of the Brcko District;
- Excellent command of English;
- Drafting skills;
- Good communication skills.

Any personnel with the above qualifications should provide (in English) a CV with a one-page cover letter and references to the following:

**Personnel Department  
Office of the High Representative  
Emerika Bluma 1, 71000 Sarajevo  
Bosnia and Herzegovina  
Fax: +387 (0) 33 283 771  
application@ohr.int**

**E-mail:**

**Reference number: 2003/417 must be quoted  
Closing date for applications: 8 October 2003**

***Only short-listed candidates will be contacted***  
***No telephone inquiries please***