

# LEGAL OFFICER

**DUTY STATION:** Banja Luka

**CONTRACT TYPE:** National (6 months contract)

**GRADE:** 8

## **PURPOSE AND SCOPE OF POSITION**

Under the overall direction of the Principle Deputy High Representative, the Legal Officer works as part of a small OHR team assisting the Governments of BiH to implement its strategic plan for the settlement of domestic debts owed to BiH citizens. The Legal Officer works directly with the PDHR's Economic Advisor, who is responsible for managing OHR's assistance efforts on this issue, and with the Senior Legal Officer, who is responsible for managing legal efforts within the OHR team.

The Legal Officer assists the governments' Internal Debt Working Groups, which were assembled for the purpose of developing and implementing procedures to verify and settle identified domestic debt liabilities of BiH, and provides necessary guidance and support to the PDHR's Economic Advisor to ensure the smooth operation of these Working Groups and the timely implementation of applicable laws and regulations. The Legal Officer also assists PDHR's Economic Advisor and the Senior Legal Officer's efforts to ensure that all Laws, Regulations and Procedures developed by the Working Groups are consistent with relevant court judgments and with Constitutional obligations, including compliance with the European Convention on Human Rights and Fundamental Freedoms, and its Protocols.

The OHR team support BiH's effort to settle domestic debt at the level of State, Entity and District of Brcko, and potentially at the level of municipalities and cantons. In

this context, the Legal Officer travels extensively throughout BiH meeting with the various Working Groups and with experts that play a role in proposing the debt settlement procedures and designing the debt instruments and markets necessary for settlement. The Legal Officer will be integrated into the Banja Luka Office but will have reporting responsibilities directly to the PDHR's Economic Advisor.

## **DUTIES AND RESPONSIBILITIES**

### Main Duties:

To assist to PDHR's Economic Advisor and OHR Team in the following matters:

- Identify major issues involved in the settlement of internal debt and work closely with the Working Groups to resolve these issues;
- Provide legal research and prepare memoranda regarding existing and proposed legislation related to debt settlement;
- Provide assistance developing legal interpretations regarding the design of debt markets and instruments;
- Help prepare regulations that will govern proof of claims and verification procedures;
- Prepare legal advise as needed;
- Participate in working Group meetings as assigned;
- Provide regular reports on proposals and conclusions adopted by Working Groups;
- Provide verbal and written advise on key issues identified by the working groups or other members of the OHR team;
- Assist the PDHR's Economic Advisor in assuring that

Working Group meetings are timely and productive;

- Liaise with Government institutions and the international community concerned with internal debt settlement;

General Duties:

Assist the PDHR's Economic Advisor identify and prioritize key issues involved in the debt settlement process and arrange Working Group meetings to resolve these issues. Design agendas for Working Group meetings that assure meetings are productive and help strategically plan for the timing of the meetings. Identify legal issues and provide legal advice as needed. Provide written reports on Working Group meetings and key issues that must be addressed. Participate on Working Group meetings on an as needed basis. Help design regulations needed to carry out the debt settlement process.

Liaise closely with other members of the international community that are assisting or overseeing the debt settlement process. Consult and liaise with other OHR team members and staff as appropriate. Travel as required participating in meetings throughout BiH.

### **PROFESSIONAL REQUIREMENTS/QUALIFICATIONS**

- A university degree in Law;
- Bar exam;
- Previous experience working in an Attorney's Office or relevant BiH institution;
- Legal within the field of Economic or Securities market is an advantage;
- Excellent written and spoken English;
- Computer literate.

Any person 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: 2004/568 must be quoted**  
**Closing date for applications: 26 November 2004**

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