

# Investigator – Independent Judicial Commission

DUTY STATIONS: Sarajevo (2 positions), Banja Luka (2 positions)

CONTRACT TYPE: National (9 months)

## PURPOSE AND SCOPE OF POSITION

The Independent Judicial Commission (IJC) is the lead implementation agency for judicial reform programmes in Bosnia and Herzegovina. It has the power to intervene in the processes of the Entity and Cantonal Commissions and Councils, which are responsible for selecting and disciplining judges and prosecutors as well as the one-off Comprehensive Review process of all serving judges and prosecutors currently under way. It provides opinions and advice directly to Ministries of Justice, Judges, Prosecutors, court administrators and the international community regarding the process of judicial reform and the promotion of the rule of law.

As part of a project to strengthen the work of these bodies, the Investigators will work directly with them and support them in carrying out their responsibilities. The selected candidates will work under the general supervision of the Director of IJC, and under the direct supervision of Chief of

Monitoring and Implementation Department.

## SPECIFIC DUTIES AND RESPONSIBILITIES

1. Assist the day-to-day activities of the Federation Judicial and Prosecutorial Commissions and High Judicial and Prosecutorial Councils in the Republika Srpska established to provide independent recommendations on the review, selection and discipline of judges and prosecutors.
2. Assist the Commissions/Councils, and the IJC Monitoring and Implementation Department, in investigations and inquiries related to the complaints against judges and prosecutors, formulating reports on findings to domestic bodies and prepare matters relating to the appointment, discipline and review of judges and prosecutors.
1. Report as scheduled with the Chief of the Monitoring and Implementation Department on the status of the work and operations of the Commissions and Councils related to the investigations/inquiries, being carried out as part of the review of judges and prosecutors.
2. Assist in the preparation of advice to the Director and Deputy Director regarding decisions on the removal of members of independent authorities from their positions as provided for by the relevant legal provisions in the Federation and Republika Srpska.
3. Assisting the JROs in preparing for and setting up

meetings of the Commissions and Councils and assisting in the follow-up work, including putting together review materials as required.

4. Maintaining an effective and updated filing system related to investigations/inquiries and review process.
5. Translating and interpreting when required.
6. Performing related tasks as required.

#### PROFESSIONAL QUALIFICATIONS / REQUIREMENTS

1. Law Faculty or Police/Military Academy degree, or other equivalent qualification
  2. Minimum of three years of investigative work experience in police/military law enforcement group, court, prosecutor's or lawyer's office, or related experience in gathering evidence important for investigations of the violations of human rights, abuse of office or official authority, or other inquiries related to the functioning of judiciary or state organs in Bosnia-Herzegovina;
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1. Experience with European and International systems and norms preferred
  2. Proficiency in written and oral English language skills essential

3. Computer literacy essential
4. Drafting ability
5. Mature judgment
6. Ability to operate both within framework of a team and independently

Any personnel with the above qualifications should provide (in English) a comprehensive CV or an OHR application form with a one-page cover letter and references to:

Personnel Department

OHR Sarajevo

Emerika Bluma 1, 71000 Sarajevo

Fax: +387 (0) 33 283 771 E-mail: [application@ohr.int](mailto:application@ohr.int)

Please quote Reference Numbers:

For Sarajevo: 1342/01-1343/01

For Banja Luka: 1348/01-1349/01