

INVESTIGATORS

Duty Station:

Tuzla

Contract type:

National (2 positions)

Grade/Step:

8/3

THE INDEPENDENT JUDICIAL COMMISSION (IJC)

The Independent Judicial Commission (IJC), in accordance with its mandate, supports the work of the High Judicial and Prosecutorial Council of Republika Srpska, the High Judicial and Prosecutorial Council of the Federation of B&H and the High Judicial and Prosecutorial Council of B&H (HJPCs).

The IJC is composed of the following departments: (i) Administration and Finance; (ii) Restructuring (RD); (iii) Investigation and Verification (IVD); and, the Disciplinary Prosecution Unit (DP). The support provided by the IVD includes receiving and verifying applications for judicial and prosecutorial office, advising the HJPCs on all matters relating to the appointment of judges and prosecutors, and assisting the Disciplinary Prosecutor in the processing of disciplinary actions. The support provided by the DP includes receiving and investigating complaints against judges and prosecutors, and as necessary, initiating disciplinary proceedings before the appropriate disciplinary panels of the HJPC.

RD primarily provides advice and assistance in all matters relating to the restructuring and efficiency of the court system in B&H. The Administration and Finance department provides the financial and administrative support necessary to maintain on-going operations of IJC and the HJPCs.

PURPOSE AND SCOPE OF POSITION

The IVD will receive, review, and verify all application

information, prepare an assessment of each applicant's qualifications, and then recommend applicants for further evaluation by the HJC.

The IVD and the IJC Field Offices will consist of international and national legal officers/investigators who will gather information about applicants. They will also be responsible for verifying, reviewing, and assessing the qualifications of applicants for judicial and prosecutorial posts. They will also assist in planning the development of the HJC and the logistics of the appointment process for all courts and prosecutors' offices, requiring co-ordination with other IJC departments responsible for overseeing the restructuring of the courts and prosecutors' offices.

Under the supervision of the Head of the Field Office, the investigator will work within the Field Office. The investigator will, within the geographical area of responsibility of the region, be responsible for the receipt, review, and verification of all application information, investigation cases involving allegations of misconduct by judges and prosecutors, verification of information provided by applicants for judicial and prosecutorial positions; assistance in relation to all issues arising relating to investigations of judges and prosecutors, including domestic legal issues and procedures. The investigator will have specific duties and responsibilities as follows:

DUTIES AND RESPONSIBILITIES

- Investigate cases involving allegations of misconduct by judges and prosecutors, either alone or working as part of a team;
- Conduct background information gathering regarding applicants for judicial and prosecutorial positions as requested by the HJPC or the Verification Section;
- Assist in relation to all issues arising relating to

investigations of judges and prosecutors, including domestic legal issues and procedures; and

- Performing related tasks as required, including occasional translation and interpretation.

PROFESSIONAL REQUIREMENTS / QUALIFICATIONS

- Law Degree or other university degree preferable;
- Relevant professional experience required;
- Drafting ability, particularly relating to reports;
- Written and spoken English, including knowledge of legal terminology;
- Mature judgment;
- Ability to operate independently.

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

*Department
Office of the High Representative*

Sarajevo

Herzegovina

**Fax: +387 (0) 33 283 771
application@ohr.int**

Personnel

Emerika Bluma 1, 71000

Bosnia and

E-mail:

Please quote Reference number:

2002/349; 2002/350

Closing date for applications: 12 December 2002

Only short listed candidates will be contacted and advised of exact dates of duration of contracts.