

# LAWYER

**Duty Station:** Tuzla

**Contract Type:** Full Time

**Grade:** 8

## **Purpose and Scope of the Position:**

Under their overall direction, advising the Political Advisor and Head of Regional Office Tuzla in all legal matters, including assisting on property issues as required. The Lawyer is in charge to operate working groups related to the implementation of constitutional amendments and political and economic reforms. The Lawyer is expected to maintain regular contacts with local authorities in the municipalities, cantons, courts and other administrative bodies and representatives, throughout the Tuzla region and with Entity and State level bodies as required. The Lawyer will work in consultation with and in liaison with other departments and regional offices of OHR as required and appropriate.

## **Duties and Responsibilities:**

- Advising on legal issues – administrative, commercial, constitutional, criminal, civil, and property law, making sure OHR officers are on solid legal ground when dealing with local officials.
- Member of Human Rights Working Group.
- Participation/interpretation in meetings with local authorities and citizens groups.
- Preparing minutes at various meetings.
- Including but not limited to: Preparation and (co)chairing if needed, of various meetings; Human Rights, Rule of Law, Religious and cultural property and monument issues, elections.
- Serves as main point of contact with Sarajevo Legal.
- Assist RRTF Legal Assistant on property issues as required.

## **Professional Requirements / Qualifications:**

- University Degree in Law, Bar exam preferable,
- Seven years of professional-lawyer experience,
- In-depth knowledge of the legal system and property issues,
- Experience in working with IO,
- Ability to work as part of team and to work under pressure,
- Excellent command of oral and written English is essential,
- Excellent oral and written communication skills: strategic and creative abilities,
- Excellent computer skills

Anyone meeting these requirements who wishes to be considered for the position should submit (in English) a CV and one page cover letter with references to:

### **Personnel Department**

**Office of the High Representative**  
**Emerika Bluma 1, 71 000 Sarajevo**  
**Bosnia and Herzegovina**

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

**Please quote Reference No. 2003/119**

**Closing date for applications: 18 April 2003**

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