Legal Officer

DUTY STATION: Sarajevo

GRADE: 8a

CONTRACT TYPE: International

PURPOSE AND SCOPE OF POSITION:

The OHR is the lead agency for the implementation of an internationally funded project on the establishment of a specialized division for war crimes within the Court of Bosnia and Herzegovina as well as of a specialized department for war crimes within the Prosecutor's Office of Bosnia and Herzegovina (the War Crimes Chamber project). Those institutions will be responsible for the future prosecution of war crimes cases referred by the International Criminal Tribunal for the former Yugoslavia (ICTY) as well as domestic war crimes cases ("Rules of the Road cases").

Under the supervision of the General Secretariat of the multi-agency Implementation Task Force and the Project Manager the incumbent will work as part of a project team to assist in the development and subsequently the establishment of the War Crimes Chamber. After a preparatory phase it is intended that the project team will undergo transition as an international component of the Chamber.

DUTIES AND RESPONSIBILITIES:

– Review national legislation with an aim to develop a legal unit responsible for the administration of the War Crimes Chamber;

– Provide legal advice on the development of a structure that takes account of national and international employment standards and civil service regulations as well as relationships with the national and international authorities;

– Provide legal advice on budget issues and general financial issues;

– Provide legal advice on matters relating to procurement, contracts, financial administration, personnel matters, and the privileges and immunities of staff;

– Perform extensive legal research and analysis and prepare legal opinions;

– Review, advise on and draft contracts, agreements and other legal documents;

– Act as the focal point for legal advice on legal issues related to contract law;

– Play an active role in the WCC Project Team working closely with the other team members to find creative solutions to problems, often under extreme time-pressure.

– Perform any other related duty as may be assigned to the incumbent of the position.

PROFESSIONAL REQUIREMENTS / QUALIFICATIONS:

– University degree in law;

– A minimum of 5 years of professional experience practicing law with experience in contract, administrative and/or commercial law;

– Previous relevant experience in an international organization or post conflict environment a distinct advantage;

– Excellent oral and written English;

– Ability to work in a multi-cultural, multi-ethnic environment;

– Excellent computer skills;

– Ability to work with minimum supervision as well as part of a team.

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 E-mail: application@ohr.int

Reference numbers: 2004/086 must be quoted
Closing date for applications: 31st March 2004

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