

# Legal Officer – Return and Reconstruction Task Force Department

## PURPOSE AND SCOPE OF THE POSITION

The incumbent will be working on property and return related issue in Sarajevo/Eastern Republika Srpska OHR area of responsibility. He/she will be advising the Head of the Regional Office and drafting legal documents/letters on legal matters related to the activities of the department. The selected candidate will be working in co-operation with other International Community Organisations implementing policies, laws and devising and applying strategies at the local level in order to promote return and property legislation implementation. He/she will work under the general supervision of the PDHR and under the direct supervision of the Head of Sarajevo Regional OHR.

## DUTIES AND RESPONSIBILITIES

- The provision of legal advice, primarily on housing and discrimination matters, to the Sarajevo Regional office
- Drafting of legal advice and letters for the Sarajevo Regional office
- Reviewing decisions by the Cantonal Governments and RS municipalities for legal basis and legitimacy of decisions made
- Handling the Individual cases to establish trends and violations by the authorities
- Providing a liaison function with Human Rights

organisations in the Sarajevo Region

- Representing the Sarajevo Regional office at Property meetings and other meetings
- Providing general assistance to the Regional Liaison Officer
- Other duties as specified by the Head of the Sarajevo Regional Office.

### **DUTIES AND RESPONSIBILITIES**

- University Degree in Law
- Minimum of one year of work experience in a similar role advantage
- Excellent written and spoken English
- Excellent communication skills
- Computer literacy
- Ability to work with people from difference cultural backgrounds

Any personnel with the above qualifications should provide a CV (in English) with

one-page cover letter and references to the following:

**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 No. 2002/193**

**Closing date for applications: June 28, 2002**

***Only short-listed candidates will be contacted***

***No telephone enquiries please***