



**Vacancy No:** RAPS/1/2017/RESEARCH/02

**Date:** 3 March 2017

**Title:** Research Officer on Labour Law

**Application Deadline (midnight Geneva time)** 3 April 2017

**Grade:** P.2

**Organization unit:** DDG/P RESEARCH

**Contract type:** Fixed-term Appointment

**Duty Station:** Geneva, Switzerland

## General introduction

The following are eligible to apply:

- ILO Internal candidates in accordance with paragraphs 31 and 32 of Annex I of the Staff Regulations.
- External candidates.

Staff members with at least five years of continuous service with the Office are encouraged to apply and will be given special consideration at the screening and evaluation stage.

In accordance with the Staff Regulations and letters of appointment, successful candidates for positions in the Professional category would be expected to take up different assignments (field and Headquarters) during their career, the desirable length of an assignment in any specific position being two to five years, following which the incumbent should be willing to move to another assignment and/or duty station.

Within the context of the Office's renewed efforts to promote mobility, staff members seeking mobility are encouraged to apply to vacancies. Mobility will be given special consideration at the screening and evaluation stages.

The specific language requirements for this position are detailed hereunder. Candidates whose mother tongue is not one of the ILO working languages (English, French and Spanish) shall possess a fully satisfactory working knowledge of at least one of the working languages in order to apply. If appointed, and if so required as per the position requirements, they may be required to acquire a working knowledge of a second working language during their initial years of service in the Office.

The ILO values diversity among its staff. We welcome applicants from qualified women and men, including those with disabilities. If you are unable to complete our online application form due to a disability, please send an email to [erecruit@ilo.org](mailto:erecruit@ilo.org).

Applications from qualified candidates from non- or under-represented member States, or from those member States which staffing forecasts indicate will become non- or under-represented in the near future, would be particularly welcome. A list of these countries is in Appendix I.

Successful completion of the Assessment Centre is required for all external candidates.

Conditions of employment are described in Appendix II.

## INTRODUCTION

The position is located in the Research Department of the ILO (RESEARCH), which conducts research on labour, employment

and social protection issues to contribute to policy formulation for ILO constituents at the global level. The main purpose of the Department is to assess major trends - including new technologies, demographic change, the scarcity of natural resources, the evolving role of finance and emerging patterns in development and globalisation - in relation to their socioeconomic and legal impact. Core research issues also include the assessment of "what works", in terms of decent work outcomes. The Research Department produces flagship publications such as the annual World Employment and Social Outlook as well as studies that examine the inter-linkages between economic growth and social equity.

The main task for this position is to conduct background analysis on institutional and regulatory frameworks with respect to labour markets, including collecting legal information, and using basic quantitative tools. The research will contribute to the analysis of globalization's impact on social and labour market outcomes at the micro and macro level. This includes multi-dimensional analysis of economic, institutional and political settings that have factored into globalization's effects with the aim of contributing to policy objectives to achieve more equitable outcomes. The position requires a strong ability to develop quantitative and qualitative assessment techniques and convey the main findings of the work in a clear, succinct manner to a non-technical audience. It also includes building external networks with researchers, academic and policy-oriented institutions to engage them in the department's work and contribute to developing research proposals.

The position reports to the Chief of Globalisation, competitiveness and labour standards in the Research department

### Description of Duties

#### Specific duties

1. Prepare background analysis and literature reviews on regulatory frameworks, institutions and practices of the different member States and provide technical inputs into publications, reports and chapters of ILO flagship reports. This includes, but is not limited to, technical inputs for the World Employment and Social Outlook and Studies on Growth with Equity series; and other inputs for Research Briefs and Governing Body papers.

2. Analyse institutional and regulatory frameworks (such as labour standards) in the context of regional integration and trade and investment frameworks on the relationships between aspects of the labour market at the micro and macro level. This includes working conditions and employment outcomes, with a specific focus on gender dimensions.

3. Analyse and develop databases of statistics including on indicators of fundamental principles and rights at work, labour governance, and private governance initiatives at the macro and enterprise level (where appropriate) to identify relationships and best practice.

4. Conduct quantitative and qualitative research and integrate technical inputs into country analysis, reports and publications related to the project research.

5. Perform other relevant duties as assigned.

These specific duties are aligned with the relevant ILO generic job description, which includes the following generic duties:

1. Compile and maintain data bases on selected subjects.

2. Analyse data for programme development and research studies.

3. Draft components of regional, country or related sectoral analyses for reports and publications.

4. Assist in technical backstopping, project implementation and monitoring, as junior desk officers.

5. Participate in technical missions for research and fact-finding.

6. Assist in organizing workshops and seminars.

#### Required Qualifications

## Education

First level university degree in Law.

## Experience

Three years of relevant professional experience in labour market research and report writing.

## Languages

(See also above)

Excellent command of English. Working Knowledge of another working language of the Organization (French or Spanish).

## Competencies

In addition to the ILO core competencies, this position requires:

Ability to carry out assignments in accordance with instructions and guidelines, ability to use analytical tools and qualitative and quantitative techniques, ability to conceptualize, plan, coordinate and conduct straightforward research work, ability to draft press releases, discussion papers, reports, good computer skills.

Ability to participate effectively in technical missions and multi-disciplinary teams; Ability to conceptualize and design research techniques and analyse complex cross-national practices and data sets covering a wide range of issues in the specialization technical field; Ability to formulate new concepts and methodologies; Ability to draft reports and prepare guidelines relating to programme development and implementation and ability to provide technical support to senior specialists carrying out research, project formulation and implementation; Excellent analytical skills and knowledge of analytical tools and qualitative and quantitative techniques. Ability to work in a multicultural environment and to demonstrate gender-sensitive and non-discriminatory behaviour and attitudes.

## Additional Information:

Evaluation (which may include one or several written tests and a pre-interview competency-based assessment centre) and the interviews will tentatively take place between April and July 2017. Candidates are requested to ensure their availability should they be short listed for further consideration.

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APPLICANTS WILL BE CONTACTED DIRECTLY IF SELECTED FOR WRITTEN TEST.

APPLICANTS WILL BE CONTACTED DIRECTLY IF SELECTED FOR AN INTERVIEW.

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## **APPENDIX I**

Angola	Antigua and Barbuda	Armenia	Austria	Azerbaijan	Bahamas
Bahrain	Bangladesh	Barbados	Belize	Brazil	Brunei Darussalam
Cabo Verde, Republic of	Cambodia	China	Congo	Cook Islands	Cyprus
Czech Republic	Democratic Republic of Timor-Leste	Djibouti	Equatorial Guinea	Eritrea	Gabon
Gambia	Georgia	Grenada	Guatemala	Guyana	Haiti
Iceland	Indonesia	Iraq	Japan	Kazakhstan	Kiribati
Kuwait	Kyrgyzstan	Latvia	Liberia	Libya	Maldives, Republic of the
Malta	Marshall Islands	Mozambique	Namibia	Nicaragua	Oman
Palau	Panama	Papua New Guinea	Paraguay	Poland	Qatar

Republic of Korea	Russian Federation	Saint Kitts and Nevis	Saint Lucia	Saint Vincent and the Grenadines	Samoa
San Marino	Saudi Arabia	Seychelles	Sierra Leone	Singapore	Slovakia
Solomon Islands	Somalia	South Sudan, Republic of	Sri Lanka	Suriname	Swaziland
Tajikistan	Tonga	Turkmenistan	Tuvalu	United Arab Emirates	United States of America
Uzbekistan	Vanuatu	Venezuela	Yemen		

## APPENDIX II CONDITIONS OF EMPLOYMENT

- Any appointment/extension of appointment is subject to ILO Staff Regulations and other relevant internal rules. Any offer of employment with the ILO is conditional upon certification by the ILO Medical Adviser that the person concerned is medically fit to perform the specific inherent requirements of the position offered. In order to confirm an offer from the ILO the successful candidate will be required to undergo a medical examination.
- The first contract will be issued for a twelve-month period (for Geneva-based positions) and a twenty-four month period (for non-Geneva based positions).
- A successful external candidate will be on probation for the first two years of assignment.
- Any extension of contract beyond the probation period is subject to satisfactory conduct and performance.

### Grade: P.2

Salary and post adjustment		US\$
Salary	Minimum	46026
	rising to Maximum	61294
Post adjustment for Geneva	Minimum	37143
	Maximum	49464

Please note that the above salary levels are determined according to the criteria established by the International Civil Service Commission. The ILO is international public sector employer and salary and other employment conditions are not negotiable.

Other allowances and benefits subject to specific terms of appointment:

- Family allowance
- Children's education grant (per child per year)
- Pension and Health Insurance schemes;
- 30 working days' annual leave;
- Settling-in Grant;
- Entitlement to transport expenses of personal effects;
- Repatriation Grant (if applicable);
- Home-leave travel with eligible dependants every two years;
- Rental subsidy (if applicable).

Recruitment is normally made at the initial step in the grade.

Salaries and emoluments are exempt from taxation by the Swiss authorities and, on the basis of international agreements or national law relating to presence or residence abroad, are generally exempt from taxation by other governments. In the absence of exemption, in most cases tax paid will be reimbursed in accordance with an ILO document which will be supplied upon request.

**While the successful candidate will be initially working in Geneva Geneva, he/she may be assigned to any duty station designated**

by the Director-General of the ILO.

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Please note that all candidates must complete an on-line application form.

To apply, please visit ILO's e-Recruitment website at: [erecruit.ilo.org](http://erecruit.ilo.org). The system provides instructions for online application procedures.

The ILO does not charge any fee at any stage of the recruitment process whether at the application, interview, processing or training stage. Messages originating from a non ILO e-mail account - @ilo.org - should be disregarded. In addition, the ILO does not require or need to know any information relating to the bank account details of applicants.

Depending on the location and availability of candidates, assessors and interview panel members, the ILO may use communication technologies such as Skype, Video or teleconference, e-mail, etc for the assessment and evaluation of candidates at the different stages of the recruitment process, including assessment centres, technical tests or interviews.

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ILO has a smoke-free environment