

**ORGANISATION FOR ECONOMIC
CO-OPERATION AND DEVELOPMENT**

UNCLASSIFIED

Paris, 15-Apr-1998

HUMAN RESOURCE MANAGEMENT

OLIS : 14-Apr-1998

HRM/VAC(98)23

Telephone : 01 45 24 14 44

Telefax : 01 45 24 79 11

OFFICE CIRCULAR

PRINCIPAL ADMINISTRATOR (GRADE A4), AGRICULTURAL MARKETS AND TRADE DIVISION, DIRECTORATE FOR FOOD AGRICULTURE AND FISHERIES

Closing date for applications: 13 May 1998

**The OECD is an equal opportunity employer
and encourages applications from female candidates**

Role

Under the supervision of the Head of Division, the post-holder will co-ordinate the development, operation, and documentation of the AGLINK model of OECD agricultural markets for use in the Directorate's outlook programme and its policy analysis work, and in particular:

Main Duties

1. Fulfil administrative and supervisory responsibilities of the Modelling Section, in order to:
 - Develop, operate and document models used by the Division to achieve the objectives established in the Programme of Work. Specifically, ensure the models' functionality to meet the requirements of the Directorate's outlook programme and forward-looking policy analysis;
 - Co-ordinate the work of administrators and statisticians on the models and their associated databases;

- Supervise the development, maintenance and operation of a time series databank to support model-based and outlook-oriented tasks;
 - Establish priorities for model development in the context of a cross-divisional task force, and the appropriate OECD working parties/committee;
 - Contribute, in the context of this task force, to the development of a consistent international, baseline projection for OECD/world commodity markets and of scenarios dealing with agricultural policies.
2. Undertake special economic studies according to the requirements of the Directorate's Programme of Work.
 3. Prepare documentation and reports on modelling activities and model-based analysis work. Make presentations based on this work to the Committee for Agriculture, its subsidiary bodies and internal and external groups.
 4. Establish and maintain contacts with officials in Member countries working in complementary areas as well as with national and international experts, governmental and non-governmental organisations engaged in related work. Attend, on behalf of the Organisation, international meetings when required.

Principal Qualifications and Core Competencies

1. Advanced university degree in economics or agricultural economics with a strong foundation in applied economics and quantitative analysis.
2. Extensive experience in the modelling/forecasting of agricultural markets, with proven expertise in the analysis of agricultural markets and policies in OECD Member countries. Ability to use advanced technologies in the areas of computer networking and communications, as well as statistical software.
3. In-depth knowledge of the functioning of agricultural markets and of agricultural policies in OECD countries. Strong sense of current government policy interests.
4. Strong communication and interpersonal skills and ability to establish and maintain effective working relations with colleagues and experts in national and international organisations. Proven experience in team building, and in planning, co-ordinating and supervising the work of a multinational team.
5. Ability to write concise technical papers on complex subjects quickly and efficiently,. Ability to present, explain and respond to questions on complex economic issues in meetings.
6. Excellent knowledge of one of the two official languages of the Organisation (English and French); working knowledge of the other.

- N.B. The appointment may initially be made at the level immediately below if the qualifications and professional experience of the selected applicant correspond to that level; in this case, the duties and responsibilities assigned to the post will be adjusted accordingly.

**OECD, Human Resource Management
2 rue André Pascal, 75775 Paris Cédex 16**

E-mail: personnel.contact@oecd.org

<http://www.oecd.org/hrm>

GENERAL INFORMATION ON VACANCIES AND APPLICATIONS

Who may apply: Posts in the Organisation are open to both male and female nationals of Member countries. External candidates must be less than 65 years old at the time of appointment.

Closing date: The date shown is that at which the selection procedures begin officially. Applications received later will be considered only on an exceptional basis.

Duration of appointment: A fixed-term appointment (usually for two or three years, with the possibility of renewal) will be offered.

Grade of appointment: Posts are normally filled at the grade indicated. Some posts, however, may be filled provisionally at the level immediately below if the qualifications and professional experience of the chosen candidate correspond to that level and if such a possibility has been indicated on the vacancy notice. In this case, the duties and responsibilities assigned will be adjusted accordingly.

Place of work: Unless otherwise stated, work will be carried out in Paris. However, for some posts, occasional travel may be required.

Duties: The duties mentioned are the main duties to be carried out at the time of appointment. They may be modified according to the work programme of the Service or with the introduction of new work methods and/or equipment.

Qualifications: The qualifications listed are those which are most important to the performance of the duties mentioned. Their sequence is not an indication of the relative importance attached to them.

Tests: For some posts, candidates may be required to take a written or oral examination. The result will be a factor in the selection.

Interviews: The best-qualified candidates will be called for interview. Candidates who are not native speakers of either of the two official languages will be assessed at interview in the official language of their choice -- unless the post in question requires an excellent or very good knowledge of both languages in which case all candidates will be required at interview to demonstrate competency in the two languages.

Final selection: The final selection will be made on the basis of the qualifications, experience and core competences mentioned in the Vacancy Notice and in comparison with those of the other candidates. Unsuccessful candidates will be notified not later than one month after the appointment procedure has been completed.

How to apply: Those who wish to apply for a post should send a detailed Curriculum Vitae (indicating the vacancy reference number) to Human Resource Management, accompanied by supporting documentation, such as titles of publications and/or copies of diplomas, as appropriate. Other than employment history and educational background your CV must include your nationality, sex and birthdate.

November 1997