



International Criminal Tribunal for the former Yugoslavia

CALL FOR CONSULTANCY APPLICATIONS – Archives Expert

Vacancy Announcement number:	2012/ICTY/REG/MARS/020
Issuance Date:	12 July 2012
Deadline Date:	26 July 2012

ICTY seeks qualified applicants for a Consultancy to advise on the recruitment of specialised archivists.

Only candidates under consideration will be contacted for an interview. The selected candidate will be offered a consultant's contract.

Terms of Reference for Consultant

The Chief Archivist, Mechanism for International Criminal Tribunals (MICT) is recruiting professional staff for the Mechanism Archives and Records Section (MARS). These staff include Archivists. The contractor(s) will provide expert advice on, and assistance with, recruitment to these posts. Specifically, the contractor will assist the Chief Archivist with: setting and marking technical assessment tests, grading candidates' submissions and shortlisting candidates for interview; planning technical components of interviews and evaluating candidates' responses. The knowledge required is expert knowledge of managing physical records and archives, including a variety of media and formats, including artefacts. Familiarity with records and archives of international criminal tribunals is an advantage.

A) Objectives and Targets:

Expert advice and assistance provided to the Chief Archivist in the recruitment of professional staff for MARS.

B) Tangible outputs of the work assignment:

- Technical assessments tests;
 - Marked and graded candidate submissions;
 - Technical interview questions;
 - Assistance with review of candidate interview responses.
-



International Criminal Tribunal for the former Yugoslavia

C) Delivery

The contract will be for the duration of the recruitment process. It is anticipated that the consultant would be required to provide services for 7 working days, comprising 5 days relating to setting and marking of technical assessment tests, and 2 days relating to planning and evaluating interviews.

D) Fee for Service

The Consultant fee is \$200. USD per contracted work day.

How to Apply

Qualified candidates who are able to work on short notice in The Hague, Netherlands, are invited to submit their application and their UN Personal History Form (PHP), to recruitment@icty.org attention to Ms. Ruth-Anne Young, Head, Recruitment and Training Unit quoting 2012/ICTY/REG/MARS/020 in the subject line.

APPLICATIONS MUST BE RECEIVED BY THE DEADLINE

APPLICATIONS RECEIVED AFTER THE DEADLINE WILL NOT BE CONSIDERED.