



*You are here:* [Home](#) > [About](#) > [Employment](#) > [Seconded positions](#) > [Vacancies](#) > *Detail*

## Employment

### Economic and Environmental Officer

Vacancy number: VNKAZS00018

Type of vacancy: Secondment

Field of expertise: Economic and Environmental Affairs

Functional level: Senior Professional

Duty station: Astana

Date of entry on duty: 3 November 2008

Vacancy notice issued: 4 September 2008

Deadline for applications: 16 October 2008

Number of posts: 1

---

#### General Minimum Requirements

The general minimum requirements for working with the OSCE are:

- Excellent physical condition
- Possession of a valid automobile driving license and ability to drive using manual transmission
- Ability to cope with physical hardship and willingness to work extra hours and in an environment with limited infrastructure

---

#### Field of Expertise Requirements

The general minimum requirements for working in this field of expertise are:

- University education in economics, regional planning and development, environmental studies or related fields, or equivalent professional experience in such areas
- Work experience in the fields of economics, business development, regional planning and development or environmental development and protection
- Experience working with developing or transitional economies
- Communication, interpersonal and analytical skills

---

#### Level of Professional Competence Requirements

Furthermore, this level of responsibility requires the following:

Education:

Advanced degree in a relevant field

Experience:

### Links

[SOURCE LINK: OSCE Centre in Astana](#)

[Fields of expertise](#)

[Apply online](#)

Minimum 6 years of relevant professional experience

---

#### Mission Specific Requirements

Additionally, this particular post has specific requirements:

Mandatory:

- Ability to liaise with representatives of governmental and non-governmental structures
- Project management experience, including development, implementation and monitoring, preferably of economic and environmental project activities
- Professional fluency in English, including excellent drafting skills
- Very good knowledge of Kazakh and/or Russian languages
- Strong analytical skills
- Cultural sensitivity and judgment
- Demonstrated ability and willingness to work as a member of a team, with people of different cultural and religious backgrounds, different gender, diverse political views while maintaining impartiality and objectivity
- Ability to operate Windows applications, including word processing and e-mail
- Knowledge of OSCE principles and commitments

Desirable:

- Previous international work experience, preferably within operational missions and in CIS, especially in Central Asia
  - Work experience in combating corruption, money laundering and drug trafficking
  - Work experience in migration, environmental education and international environmental co-operation
  - Initial secondment for a period of at least one year is envisaged
- 

#### Tasks and Responsibilities

Under the general direction and supervision of the Head of the OSCE Centre in Astana, the Economic and Environmental Officer will be responsible for management of economic and environmental activities. Specifically, the Economic and Environmental Officer performs the following duties:

1. Develops, co-ordinates and implements economic and environmental activities;
2. Establishes and maintains contacts with local and national authorities, NGOs, universities and research institutions;
3. Assesses, reports and advises on economic and environmental issues in accordance with the Mission mandate;
4. Assists in arranging regional OSCE events, inter alia regional seminars and visits to the area by OSCE delegations, as well as other events with OSCE participation;

5. Ensures co-ordination of activities with OSCE institutions and external partners;
6. Supervises the work of the Economic and Environmental Assistants;
7. Performs other related duties as required.

---

The OSCE is committed to achieving a better balance of women and men within the Organization. The nomination of female candidates is particularly encouraged.

Please apply to your relevant authorities several days prior to the deadline expiration to ensure timely processing of your application. Delayed nominations will not be considered.

[Back](#)

---

[About this website](#) | [E-mail services](#) | [RSS feeds](#) | © OSCE 1995–2008