

UNITED NATIONS ASSISTANCE MISSION IN AFGHANISTAN
UNAMA

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VACANCY ANNOUNCEMENT # 294/08/2009

| | |
|-------------------|--------------------------------------|
| Title: | National Human Rights Officer |
| Number of post: | One |
| Type of contract: | Fixed Term Appointment |
| Category: | National Professional Officer (NPO) |
| Level: | NO-A |
| Duty station: | Panjshir |
| Unit/Section: | Human Rights Unit |
| Issuing date: | 11 August 2009 |
| Closing date: | 10 September 2009 |

Under the direct supervision of the International Human Rights Officer, the National Human Rights Officer performs the following duties:

Duties and Responsibilities:

- Maintains up to date knowledge of human rights issues, including relevant political and legal developments;
- Gathers, selects and analyses relevant information contained in communications and publications from different sources, including the press and electronic media;
- Monitors human rights developments in the area of responsibility by fielding missions at the provincial and district level.
- Monitors judicial developments in area of responsibility, including monitoring court cases and preparing reports and updates as necessary.
- Prepares analysis of specific human rights issues and trends, including drafting regular reports; makes recommendations for action by UNAMA to address issues of concern;
- Receives complainants, investigates alleged human rights violations, prepares substantive case reports, proposes corrective action to be recommended to the Government and/or local authorities in order to alleviate the effects of abuses, prevent their recurrence and sanction those responsible;
- Liaises and maintains regular contact with the authorities, the Afghan Independent Human Rights Commission, non-governmental organizations, civil society actors, United Nations agencies and other partners and provides feedback, notes and talking points as required;
- Designs and conducts training and promotional activities;
- Drafts input on the human rights situation for inclusion in UNAMA's regular reports;
- Performs any other related duties as required.

Competencies:

Professionalism: knowledge and understanding of human rights-related matters; demonstrated research and analytical skills, including the ability to identify and participate in the resolution of relevant issues/problems; demonstrated ability to apply good judgment in the context of assignments given; Ability to carry out work in a neutral and impartial way.

Planning and Organizing: Demonstrated ability to establish priorities and to plan, coordinate and monitor own work plan.

Creativity: Ability to actively seek to improve services, offer new and different options to solve problems/meet client needs, and promote and persuade others to consider new ideas. Ability to take initiative in consultation with UNAMA Focal Point.

Communication: Ability to speak and write in a clear and concise manner, including ability to draft a variety of reports, correspondence, etc. in English and Dari;

Technological Awareness: Basic computer skills, including familiarity with the internet and Microsoft Word; **Teamwork:** Proven interpersonal skills; ability work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.

Qualifications:

Education: University degree preferably in Political or Social Science, International Relation Or Law.

Experience: At least 3 years progressively responsible work experience in areas closely related to Human Rights, political science, international relations or law; knowledge of human rights as well as legal issues; knowledge of the Afghan political environment and Afghan law

Language: Excellent English/Dari language skills (written and oral);

Applicants meeting the above qualifications are requested to submit the following only:

- A one-page Covering Letter expressing your interest/ suitability for this Post
- Curriculum Vitae (CV) & the P-11
- Copy of University degree
- & a Copy of NID - Tazkira

Preference will be given to equally qualify female candidates.

If you are sending your applications in Hard Copies, please address them to:

Personnel Section, UN Operation Centre in Afghanistan (UNOCA), Jalalabad Road, Kabul, Afghanistan,

OR

UNAMA – Central Regional Office, House # 25-27 (Opp. Netherlands Embassy), Street Masjid Anzala, Klola Pushta /Shar-e- Now, Kabul, Afghanistan

If you are sending your applications in Soft Copies, please Email your application to:

unamava_substantive@un.org OR UNAMA-CRO@un.org

