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Job Posting Title

HEAD OF DIVISION - CUSTOMS COOPERATION

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Job Title

HEAD OF DIVISION - CUSTOMS COOPERATION

Organization

The African Union, established as a unique Pan-African continental body, is charged with spearheading Africa's rapid integration and sustainable development by promoting unity, solidarity, cohesion and cooperation among the peoples of Africa and African States as well as developing a new partnership worldwide. Its Headquarters is located in Addis Ababa, capital city of Ethiopia.

In seeking to achieve this objective, the African Union intends to strengthen its capacity to deliver by, among others, the implementation of a new organizational structure and the filling of all vacant posts.

Department

1. Post:
Position Title: Head of Division – Customs and Cooperation
Post level: P5
Department: Trade and Industry
Supervisor: Director-Trade and Industry
Duty Station: Addis Ababa, Ethiopia
Number of position: 1 (one)

Project

Job Purpose

To manage both human and financial the resources of the Customs and Cooperation Division through planning, budgeting, implementation, monitoring and evaluation processes with the overall objective of executing the

AUC's annual work plan and strategic plans on issues of Customs cooperation and trade facilitation in line with the Abuja Treaty. The overarching framework and decisions relating to Boosting Intra-African Trade and the establishment of the Continental Free Trade Area will be the central focus in the medium.

Tasks

2. Duties and responsibilities

- i. Coordinate, monitor, supervise and evaluate the implementation of projects and programmes in Customs cooperation, Trade facilitation and security of the International Supply Chain, Customs Reform and Modernization, Customs Capacity building as well as Customs Unions and customs convergence and harmonization programmes;
- ii. Lead the formulation of appropriate policies and plans of action and the development of programs and project proposals, from a Customs perspective, on trade liberalization and trade policies, and on the improvement of the performance of African Customs Administrations in in facilitating intra African and global trade;
- iii. Advise the Commissioner through the Director of the Department on the Critical areas of Customs Cooperation, with special focus on Trade Facilitation and Regional Integration;
- iv. Provides substantive inputs in the preparation of position papers and reports for presentation to AU Policy Organs on issues of Customs Cooperation and Trade facilitation;
- v. Coordinate the operations and lead the Secretariat of the African Union Sub Committee of Directors General of Customs (AUSCDGCs)so as to build networks and fosters partnerships with Member States, Regional Economic Communities, sub-regional bodies, intergovernmental organizations and the private sector on matters pertaining to Customs, Trade Facilitation and Regional Integration;
- vi. Lead the organization and/or facilitation of expert group meetings, seminars, Technical working Groups and similar consultations on Customs and trade facilitation and related issues and direct substantive inputs into servicing of meetings, seminars, workshops and training of the Division;
- vii. Monitor developments in Customs and trade facilitation, and related areas and identify recurrent and emerging issues of potential concern to AU members States Customs Administrations particularly those of a regional or continental in nature. Leads and participates in design and development of studies and programs to address recurrent and emerging issues in Customs and Trade facilitation areas through formulation of innovative policy options and actions;
- viii. Lead and participate in dissemination and outreach activities of the Divisions' work outcomes as well as coordinating self-assessment and evaluation exercises relating to impact of Divisions' work program and activities on the stakeholders;
- ix. Ensure overall management of the Division: personnel, budget, performance, quality, discipline and training in conformity with relevant rules and procedures in force;
- x. Prepare, produce and submit periodic reports on activities and specific missions;
- xi. Represent the Department and participate in strategic missions and International events related to Customs and Trade cooperation; and
- xii. Perform any other related duty as may be assigned.

Requirements

3. Key Results and Output
 - i. Successful completion of planned events and programmes
 - ii. Efficient utilization of funds to obtain the targeted outputs/ outcomes
 - iii. Highly competent and motivated staff whose capacities are permanently being enhanced
4. Academic Qualifications and professional work experiences

A Master's Degree in Economics, International Trade, international Relations, Customs or Law with specialization in International Trade/Economics or International Law or customs related areas. Professional qualifications from a recognized and reputable Customs Training Institute will be an additional Advantage.

A minimum of 12 years of relevant professional working experience in the Customs Administration of a Member State, Regional Economic Community or in an international organization working in the area of international, regional and national customs cooperation of which 7 years of work experience at managerial level.

OR

A Bachelor's Degree in Economics, International Trade, international Relations, Customs or Law with specialization in International Trade/Economics or International Law or customs related areas. Professional qualifications from a recognized and reputable Customs Training Institute will be an additional Advantage.

A minimum of 15 years of relevant professional working experience in the Customs Administration of a Member State, Regional Economic Community or in an international organization working in the area of international, regional and national customs cooperation of which 5 years of work experience at managerial level.

5. Required Skills and competencies

Functional

- Good Strategic, Tactical and operational management
 - Planning and organizational
 - Excellent communication and negotiating skills
 - Strong oral and written communication skills
 - Conceptual Thinking: - Uses several analytical or creative techniques to break apart complex problems into component problems or issues. Draws on complex learned concepts when examining patterns or trends and recognizes underlying issues/implications of decisions or courses of action.
 - Job Knowledge Sharing: - Champions knowledge sharing to enable continuous learning and knowledge creation. Identifies opportunities to deliver value through improved information management.
 - Drive for Result: - Makes decisions, sets priorities or chooses goals on the basis of calculated inputs and outputs and analyzes for relevant departmental/ and or organizational outcomes.
 - Foster Innovation: - Improves performance by taking actions that may be unique, leading-edge or new to the organization/ department or directorate. Takes calculated risks in trying something new.
- ### Personal abilities
- Ability to work effectively with people from various backgrounds and create an environment where diversity is respected
 - Ability to collaborate and communicate effectively with all stakeholders
 - Ability to identify key strategic opportunities and risks

- Ability to use strong managerial delegation, political tact and supervisory skills to achieve documented objectives
- Ability to actively seek, identify and apply appropriate technology to improve programme delivery
- Ability to delegate the appropriate responsibility, accountability and decision-making authority with regard to performance management and professional development

Leadership

- Strategic Perspective: - Is aware of the projected directions of trends (e.g., social, technological, etc.) and how changes might impact the organization and continuously reviews and revises plan to address long-term issues and opportunities affecting the team.
- Developing others: - Supports the development of the team through performance management, coaching and feedback.
- Change Management: - Creates an environment that fosters change creativity in others and gains commitment for change from staff. Actively looks for opportunity in uncharted territory.
- Managing Risk: - Makes and implements decisions in ambiguous/ risky situations or where information is incomplete and outcome is unknown. Takes calculated risks in pursuing new and cutting-edge ideas that will enhance a project. Job Knowledge Sharing: - Fosters and enables a knowledge and information-rich culture through engaging with thought leaders within and outside the organization.
- Building Relationship: - Establishes a broad network of contacts that enables the individual to gather information and encourage others to establish a chain of influence and utilize the strengths and abilities of stakeholders.
- Foster Accountability Culture: - Makes decisions, sets priorities or chooses goals on the basis of calculated inputs and outputs; makes explicit considerations of potential return-on investment or cost-benefit analysis of outcomes.
- Learning Orientation: - Promotes and role models ongoing learning and development through establishing mechanisms to facilitate and encourage knowledge sharing in the business area. Creates relevant on-the-job learning and stretch opportunities for people in the division.
- Communicating with impact: - Uses personal rather than positional power to influence and motivate others to achieve results even those over whom they have no line authority.
- Fosters Innovation: - Encourages creativity on the part of others by highlighting the benefits of innovation and change on the overall performance of the organization and/or the performance department/directorate.

Knowledge and understanding

- Excellent understanding of Member States and/or RECs Customs Administrations
- Good understanding of trade cooperation in African context
- Working knowledge of Policy Analysis

4. Language Requirement:

Proficiency in one of the African Union working languages. Knowledge of one or several other working languages would be an added advantage.

6. Tenure of Appointment:

The appointment will be made on a regular contract for a period of three (3) years, of which the first twelve months will be considered as a probationary period. Thereafter, the contract will be for a period of two-years renewable, subject to satisfactory performance and deliverables.

7. Least Represented Countries

Candidates from the following least represented countries are encouraged to apply: Algeria, Angola, Cape Verde, Central African Rep. , Comoros, Congo (DRC), Egypt, Equatorial Guinea, Eritrea, Eswatini, Ghana, Guinea, Libya, Madagascar, Mali, Morocco, Namibia, Saharawi Arab D.R. , Sao Tome and Principe, Seychelles, Somalia, South Africa and South Sudan

8. Gender Mainstreaming:

The AU Commission is an equal opportunity employer and qualified women are strongly encouraged to apply.

9. Remuneration:

Indicative basic salary of US\$ 50,746.00 (P5 Step 1) per annum plus other related entitlements e.g. Post adjustment (46% of basic salary), Housing allowance US\$ 26,208.00 per annum, education allowance (100% of tuition and other education related expenses for every eligible dependent up to a maximum of US\$10,000.00 per child per annum), etc. for internationally recruited staff and a maximum of US\$ 3,300.00 per child per annum for every eligible dependent for national and locally recruited staff.

Applications must be made through the AUC E-recruitment Website
<http://www.aucareers.org> not later than 10 February 2020.

- Attach detailed and updated curriculum vitae/resume including three (3) referees with good knowledge. Of candidate's work, please, provide referees' contact details – telephone and e-mail addresses.
- Copy of valid passport.
- Certified copies of educational qualifications – degrees, diplomas and certificates, where applicable (Not 4. More than 5 Documents in PDF Format, and not exceeding 1 MB).
- Please be aware that only complete applications will be considered.
- Please note that only shortlisted candidates will be contacted

Applications are pre-screened by the system according to the published requirements of the job opening on the basis of the information provided in the application. In relation to the requirements of the job opening, applicants must provide complete and accurate information pertaining to their qualifications, including their education, work experience, and language skills. Each applicant must bear in mind that submission of incomplete or inaccurate applications may render that applicant ineligible for consideration for the job opening. Initial screening and evaluation of applications will be conducted on the basis of the information submitted. Applications cannot be amended following submission. Candidates under serious consideration for selection will be subject to a reference-checking process to verify the information provided in the application.

Directorate of Administration and Human Resource Management
African Union Commission

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Contract Type

Regular (Long Duration)

Employment Fraction

Full-time

Branch

Headquarters