



**External Publication of Job Posting**

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**Job Posting Title**

SENIOR POST-CONFLICT RECONSTRUCTION AND DEVELOPMENT & ELECTORAL OFFICER, AU/  
LIAISON OFFICE IN DEMOCRATIC REPUBLIC OF CONGO (DRC)

**Start Date**

28.02.2020

**End Date**

29.03.2020

**Reference Code**

AULO/DRC/2020/003

**Job Title**

SENIOR POST-CONFLICT RECONSTRUCTION AND DEVELOPMENT & ELECTORAL OFFICER, AU/LIAI

**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 at Addis Ababa, capital city of Ethiopia. Its Headquarters is located at Addis Ababa, capital city of Ethiopia. Its Headquarters is located at Addis Ababa, capital city of Ethiopia. In seeking to achieve these objectives, the African Union intends to strengthen its capacity to deliver by, among others, the implementation of new organization structure and the filling of regular and short-term vacant posts.

The Commission of the African Union therefore invites applicants who are citizens of Member States for the fixed-term post of Senior Post Conflict Reconstruction and Development & Electoral Officer in the African Union Liaison Office (AULO) in DRC.

**Department**

1. Post

Job Title: Senior Post-Conflict Reconstruction and  
Development & Electoral Officer

Grade: P3 step 5

Reports to: Head of the AU Mission and AULO in DRC

Department: Peace and Security

Duty Station: Kinshasa, Democratic Republic of Congo (DRC)

Number of post: 1 (one)

## **Project**

### **. JOB DESCRIPTION SUMMARY**

Under the direct supervision of the Special Representative of the Chairperson of the Commission and Head of the AU Mission and AULO in DRC, the Officer shall coordinate AU's approach to Post Conflict Reconstruction and Development (PCRD) and elections issues in DRC.

## **Tasks**

### **. MAIN DUTIES AND RESPONSIBILITIES**

The Officer shall be responsible for the following:

- Undertake in-depth study of the general situation aimed at understanding the dynamics of post-conflict reconstruction and peace-building, particularly the needs of DRC, with a view of developing a common and comprehensive approach;
- Ensure the timely preparation of analytical background information or reports for meetings of the Peace and Security Council (PSC) and other AU Policy Organs on Post Conflict Reconstruction and Development activities in DRC;
- Liaise with all international partners/organisations and Civil Society Organization (CSOs) to identify and plan an appropriate and coordinated response to post-conflict reconstruction and development issues;
- Elaborate a common strategy on the role of the AU in PCRD post-conflict reconstruction and development issues in DRC ;
- Contribute to capacity building efforts by the international community of national institutions and civil society organisations in PCRD; post-conflict reconstruction and development;
- Support the implementation of gender, peace and security programmes as well as the humanitarian aspects of the PCRD;
- Assess the priority needs for reconstruction aimed at producing, in collaboration with the national Government and the PSD, comprehensive action plans, that will ensure the complementarity of the international and regional efforts;
- Closely monitor rule of law and governance policy implications and outcomes of PCRD Policy implementation in the country and maintain up-to-date knowledge on its implementation;
- Assist the country in delivering the governance service plan by the provision of a comprehensive, high quality service to its citizens;
- Assist in ensuring the holding and conduct of Local and National Elections, Referenda and ancillary functions is undertaken in accordance with all relevant legislation and guidance, and to interpret as required;
- Assist relevant authorities in the efficient and timely preparation, maintenance and publication of the Register of Electors, and ancillary functions, under the requirements of relevant legislation;
- Assist in the supervision, training and instruction of the observers and temporary staff employed in connection with the electoral functions;
- Assist in providing information, advice and assistance where appropriate to Elected Members, Candidates, Parishes and Political Parties and others in connection with electoral matters;
- Assist in the preparation of documents to support boundary, periodic and further electoral reviews;
- Through the SRCC and working with relevant authorities, review the efficiency of the service and to identify and introduce, where appropriate, new systems and techniques to improve working practices and efficiencies and to monitor the performance of the service against any national or local performance targets which may be set;
- Assist in identifying and introducing any initiatives to enhance the electors' ability to vote and thereby increase voter turnout ; and

- Perform any other duty as may be assigned by the Special Representative of the Chairperson of the Commission and Head of the AU Mission in DRC from time-to-time.

## **Requirements**

### QUALIFICATIONS AND EXPERIENCES REQUIRED

The Officer should have:

- An Advanced degree in international public law, political sciences, international relations, sociology or other relevant social sciences;
- At least seven (7) years' experience working in the post-conflict or development specialised organisations or undertaking research in elections and post-conflict reconstruction and development issues;
- Must have excellent speaking or drafting skills and excellent knowledge of current political, social and economic developments in Africa and the World; and
- Must have the ability to manage and control a team of professional staff and capacity for creativity and initiative as well as capacity to work under pressure.

### 5. COMPETENCIES AND SKILLS

The PCRD Officer must have the ability to take initiative and be a team player. He/she must be computer literate and versed in the use of Power Point, Excel and Word. He/she must have excellent writing, negotiating, analytical and communication skills. He/she must have excellent writing and report drafting and good interpersonal skills; ability to establish and maintain effective working relations with people of different national and cultural backgrounds with sensitivity and respect for diversity.

### 6. LANGUAGE REQUIREMENT:

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

### 7. GENDER MAINSTREAMING:

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

### 8. TENURE OF APPOINTMENT:

The appointment shall be for an initial period of one (1) year, the first three (3) months of which shall be on probation. It shall be renewable subject to performance and availability of funds.

### 9. REMUNERATION:

The salary attached to the position is an annual lump-sum of US\$ 96,921.34 (P3 Step 5) inclusive of all allowances for internationally recruited staff, and US\$ 78,461.08 inclusive of all allowances for locally recruited staff of the African Union Commission.

Applications must be made through the AUC E-recruitment Website <http://www.aucareers.org> not later than 29 March 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

***Contract Type***

Regular (Long Duration)

***Employment Fraction***

Full-time

***Branch***

AU Liaison Offices – Democratic Republic