Vacancy Notice

for the position of

Advisor for protection against detrimental effects from waters and extraordinary impacts on the water regime

The International Sava River Basin Commission (ISRBC) invites applicants to apply for the post of Advisor for protection against detrimental effects from waters and extraordinary impacts on the water regime in the Secretariat of the ISRBC.

The applicants must send a letter of application, curriculum vitae and three reference letters to

Secretariat of the International Sava River Basin Commission
Kneza Branimira 29, 10 000 Zagreb, Hrvatska
Reference: Job Application
Fax: +385 1 488 6986
E-mail: isrbc@savacommission.org

The closing date for submission of applications for this call is Thursday, 19th September 2013.
Only complete applications will be considered.

1. The job and key accountabilities

The Advisor for protection against detrimental effects from waters and extraordinary impacts on the water regime will work in the Secretariat of the ISRBC. The Advisor will act as a staff member in one of the functional areas of the Secretariat. In this role, (s)he will have responsibilities generally noted below and will assist the Deputy Secretary for integrated river basin management and water planning in one, or more, of the areas of competence in achieving the Secretariat’s objectives within the context of ISRBC’s overall mission.

The successful applicant will be responsible for:

- work on all issues referring to preventing or limiting hazards, and reducing and eliminating adverse consequences, including those from floods, ice hazards, droughts and incidents involving substances hazardous to water;
- participating in other activities leading to achievement of sustainable water management, including creation and realization of joint plans and development programs for the Sava River Basin;
- participating in preparation of materials for the ISRBC sessions, regarding issues under his/her responsibility;
- preparing and organizing of meetings of the ISRBC expert groups dealing with/related to issues under his/her responsibility;
• follows-up implementation of the ISRBC's decisions/conclusions regarding issues under his/her responsibility;
• follows-up the state of regulations/activities in area under his/her responsibility on European level, Sava River Basin level and activities of International Commission for Protection of the Danube River (ICPDR) being of relevance for Sava River Basin;
• follows-up and participation in work of international organizations and bodies regarding issues under his/her responsibility;
• performing other tasks and duties as assigned by the Secretary and Deputy Secretary for integrated river basin management and water planning.

2. Eligibility criteria
The selection procedure is open to applicants who satisfy the following eligibility criteria, on the closing date for application:
The applicant must:
• be a national of a Bosnia and Herzegovina, Republic of Croatia, Republic of Serbia and Republic of Slovenia;
• hold university degree education (ISCED level 5A) with major in water management;
• have a minimum of five (5) years of professional experience relevant for the post (see key responsibilities specified in Section 1.), attained after achieving the minimum requirements stated out above.

3. Essential knowledge, skills and abilities
The applicant must have:
• an active knowledge of English language;
• computer literacy (MS Office programs);
• good knowledge of relevant international treaties, rules and programs referring to River Basin Management (RBM) and Flood management (FM);
• understanding of the Framework Agreement on the Sava River Basin (FASRB) and all related protocols and rules, and the ISRBC’s status and role;

(S)he will also must have:
• strong communication skills, including report writing and editing as well as oral presentations;
• ability to analyse complex situations, grasp the critical aspects, and propose timely and adequate decisions based on sound judgement;
• ability to set challenging goals for him/herself, maintains focus on results, overcomes obstacles and takes responsibility for the results achieved;
• ability to work in a multidisciplinary environment with respect and sensitivity for diversity;
• openness and flexibility and responds positively to change;
• focus on results in programme/project design, monitoring and implementation.
4. Qualifications/skills which would be taken as an asset

- An understanding of hydrologic/hydraulic packages including HEC-HMS, HEC-RAS, Mike 11, would be highly advantageous;
- Ability to use a GIS software packages (i.e. ArcGIS) would also be an asset;
- Experience in international projects and programmes;
- A valid driving licence.

5. Selection procedure

If the eligibility criteria set out in Section 2. are met, the applicants will be assessed on the basis of the following selection criteria:

- Academic qualifications and their relevance to the main areas of work listed in Section 1;
- Professional experience: the range of fields covered, the length, type and level of work done and its relevance to the areas of work listed in Section 1;

The academic and professional qualifications, professional experience and knowledge and experience considered as an asset must be described in the ISRBC CV form.

The applicants who are judged to be the most suitable on the basis of the selection criteria will be invited to:

- a test aimed at evaluating the applicant's skills and knowledge of English language relevant to the post (in house testing at the time of interview);
- an interview (conducted principally in English) enabling assessment of the applicant's ability to carry out the tasks of the post on the basis of the criteria set out in accordance to requirements provided in Section 3, taking into account also skills desirable per Section 4.

The applicants will be informed on decision on appointment within one week after completion of appointment procedure.

6. Medical Standards

As a precondition of appointment, successful applicant shall be required to submit health certificate issued by an authorized medical institution that he/she meets the medical standards set for appointment in his/her country of origin.