

# Vacancy announcements

## Executive Director of ITTO

The International Tropical Timber Organization (ITTO), a commodity organization headquartered in Yokohama, Japan is in the process of appointing a new Executive Director. The ITTO mission is to facilitate discussion, consultation and international cooperation on issues relating to the international trade and utilization of tropical timber and the sustainable management of its resource base.

The Executive Director is the chief administrative officer of the International Tropical Timber Organization and is responsible to the International Tropical Timber Council for the administration and operation of the International Tropical Timber Agreement, 1994, in accordance with decisions of the Council.

Candidates with the following qualifications may apply:

### 1. Professional experience

- i) **Managerial experience:** a proven track record in managing programs, staff and finances preferably in matters relevant to the work of the ITTO\*;
- ii) **International experience:** previous governmental work and experience in dealing with international organizations.

### 2. Background

Advanced degree, preferably in matters relevant to the work of the ITTO.

### 3. Language

Proven ability in both oral and written communication in one or preferably more of the working languages (English, French and Spanish) of the ITTO.

### 4. Nationality

Candidates should be nationals of ITTO Member countries and should be endorsed by their respective governments. Only one candidate per country can be endorsed.

*\*Bearing in mind the mission of the Organization, the ability to seek additional financial resources is an advantage, although it is not a pre-requisite for qualification of candidates.*

## Salary and emoluments

Salary is equivalent to that of an Assistant Secretary General (ASG) in the scale of the United Nations, including benefits such as removal expenses, home leave travel every 24 months, children's education grant, rental subsidies, etc.

Any national of an ITTO Member country (see list below) may apply. Interested persons must submit their applications for ITTO consideration accompanied by a letter of formal endorsement from the Government of their respective countries. A list of ITTO contact points in member countries can be obtained upon request from the ITTO Secretariat at:

International Tropical Timber Organization (ITTO)  
International Organizations Center, 5th Floor  
Pacifico-Yokohama, 1-1-1, Minato-Mirai  
Nishi-ku, Yokohama, Japan 220-0012  
Tel 81-45-223 1110  
Fax 81-45-223 1111  
Email [itto@itto.or.jp](mailto:itto@itto.or.jp)

Applicants should seek Government endorsement by 16 February 2007. Government endorsed applications should be received at ITTO headquarters by 28 February 2007.

The following positions are being re-advertised:

## Statistician

Level (Grade): P4/P5\*\*

Duty station: Yokohama, Japan

Duration of assignment: Fixed term of two years (renewable)

**Duties and responsibilities:** under the direction of the Assistant Director of Economic Information and Market Intelligence, the Statistician will be responsible for the Organization's data collection, analysis, dissemination and training activities, with the objective of helping the Organization and its members meet the information sharing objectives enshrined in the International Tropical Timber Agreement. The Statistician will also be responsible for the preparation and publication of the *ITTO Review and Assessment of the World Timber Situation*.

**Qualifications – essential:** the applicant must be a national of an ITTO Member Country; possess a university degree in forest economics/statistics or a related field, preferably with post-graduate qualifications; have more than ten years of relevant professional experience, including in various aspects of tropical forestry economics; have a high level of computer and report-writing skills; be fluent in spoken and written English (knowledge of French and/or Spanish advantageous) and possess demonstrated ability to analyse figures and publish material to a high standard of excellence.

**Qualifications – desirable:** have interest in global environment, international forestry, conservation and development issues; have working experience in an international organization and have knowledge of web-based data systems.

*\*\*The Executive Director reserves the right to make this appointment at a lower level than advertised*

## Salary

ITTO offers salaries and allowances based generally on the United Nations system. Appointments are subject to the Staff Regulations and Rules of the Organization.

## Applications

United Nations Personal History form (form P.11) with a letter of interest indicating the position you are applying for should be sent to: The Executive Director, International Tropical Timber Organization (ITTO), International Organizations Center, 5th Floor, Pacifico-Yokohama, 1-1-1, Minato-Mirai, Nishi-ku, Yokohama, 220-0012 Japan; Tel 81-45-223 1110; Fax 81-45-223 1111; [itto@itto.or.jp](mailto:itto@itto.or.jp); more details are available at <http://www.itto.or.jp>

## Systems/Market Analyst

Level (Grade): P3

Duty station: Yokohama, Japan

Duration of assignment: Fixed term of two years (renewable)

**Duties and responsibilities:** under the direction of the Assistant Director of Economic Information and Market Intelligence, the Systems/Market Analyst will assist in developing and maintaining ITTO's capabilities for compiling, collating, analyzing and publishing information of relevance to tropical forest products trade and markets. Specific responsibilities include: contributing to the preparation and further development of the *ITTO's Review and Assessment of the World Timber Situation*; maintaining and modifying systems and applications to assemble an integrated data base for forest products statistical and market analysis; documenting all programs developed or modified and contributing to the strengthening of ITTO's in-house capability in Economic Information and Market Intelligence; carrying out ad hoc analysis and data retrieval on request; undertaking certain tasks related to project activities and performing other duties as assigned from time to time.

**Qualifications:** the applicant must be a national of an ITTO Member Country; possess university degree or equivalent in forestry or a related field, preferably with post-graduate qualifications; have knowledge of forest products trade and markets and standard PC software (eg. Word, Excel, Access, PowerPoint, Visual Basic); have at least five years professional experience, including in positions involving systems and/or market analysis; be familiar with development/use of web-based data systems; have interest in and knowledge of tropical forestry issues; and be fluent in English (working knowledge of French and/or Spanish advantageous).

## Member countries of ITTO

Australia, Austria, Belgium/Luxembourg, Bolivia, Brazil, Cambodia, Cameroon, Canada, Central African Republic, China, Colombia, Congo, Côte d'Ivoire, Democratic Republic of the Congo, Denmark, Ecuador, Egypt, European Community, Fiji, Finland, France, Gabon, Germany, Ghana, Greece, Guatemala, Guyana, Honduras, India, Indonesia, Ireland, Italy, Japan, Liberia, Malaysia, Mexico, Myanmar, Nepal, Netherlands, New Zealand, Nigeria, Norway, Panama, Papua New Guinea, Peru, Philippines, Portugal, Republic of Korea, Spain, Suriname, Sweden, Switzerland, Thailand, Togo, Trinidad & Tobago, United Kingdom, United States of America, Vanuatu and Venezuela.

