

JOB DESCRIPTION

Post : **Technical Officer (Compliance/Enforcement - Environment Programme)
Compliance and Facilitation Directorate**

Grade : **A3**

Ideal candidate

The ideal candidate would have a minimum of eight years general Customs experience in enforcement and investigation, who has had representational experience, is politically aware and astute, and who can demonstrate strong networking skills along with extensive policy knowledge and operational experience in Customs enforcement matters and related-cross-border compliance activities in the field of environmental crime.

The ideal candidate would also bring a strategic perspective coupled with a sound understanding and working knowledge of the instruments and activities undertaken within the Compliance and Enforcement Sub-Directorate of the WCO.

Main functions

A list of key functions and activities for candidates are :

Under direction from the Deputy Director of Compliance and Enforcement :

- Manage the efficient day-to-day administration of the WCO Environment Programme and its sub-initiatives.
- Implement and oversee the various projects undertaken within the Environment Programme and establish good working relations with the respective donors.
- Draft policy and procedural documents and undertake studies and analyses on Customs legislation, and activities associated with international cross-border compliance and enforcement controls.
- Coordinate cross-border enforcement operations at international level agreed by Members.
- Coordinate with intergovernmental organisations on matters of common interest.
- Prepare working documents and briefs for the Policy Commission and Council and draft documents for Chairpersons and on cross-Directorate matters associated with meetings of technical committees, and/or prepare reports on those meetings.
- Design and deliver training (including online training and workshops) and technical assistance in the area of Customs compliance and enforcement utilizing tools such as the WCO Compliance and Enforcement Package, Revised Kyoto Convention, SAFE Framework of Standards, the CEN computer network and other technical documents prepared by the WCO for Members' guidance.
- Represent the WCO at meetings, with Customs administrations, other international and regional organizations and/or intergovernmental organizations that have international cross-border compliance/enforcement interests and responsibilities in the field of environmental protection.

Annex III

- Develop productive working relationships with the private sector, other organizations with observer status at the WCO to ensure that stakeholders' needs are considered, where necessary, during the development of policy and procedures.
- Oversee and draft briefing notes, scripts for presentations/speeches given by the Secretary General and other senior Secretariat staff.
- Develop materials for, and lecturing at, seminars and training courses supported by the WCO.
- Draft articles for WCO publications and those of other international organizations.
- Monitor and manage Environment Programme-related seizure data sets, such as those contained in the WCO CEN application.
- Establish a good working relationship with the WCO Regional Intelligence Networks.

The person appointed will also be required to perform such other duties as may be assigned and may be subject to reassignment within the WCO Secretariat.

Qualifications

- University degree or equivalent combination of professional experience, skills and knowledge relevant to the position.
- Applicants should have a minimum of 8 years' experience within a Customs administration. The applicants should be able to demonstrate extensive experience in cross-border-related law enforcement policy development and operations delivery.
- Applicants must be proficient in drafting and speaking in at least one of the WCO's official languages (English and French). A working knowledge of the other official language or any other language (written and spoken) would be advantageous.
- The candidate must have good analytical, drafting and oral communication skills.
- The candidate must have experience in international co-operation in Customs matters.
- The candidate must be able to deliver clear and concise presentations in one of the official languages.
- The candidate must have the capacity to deliver training and technical assistance to developing countries.
- The candidate should have proven leadership skills and a good knowledge of project management.
- The candidate should have a good knowledge of computer applications.
- The candidate must have good interpersonal skills, be prepared to work in a team and have the ability to work successfully in an international environment.

January 2021.