

INTERNATIONAL OIL POLLUTION COMPENSATION FUND  
FONDS INTERNATIONAL D'INDEMNISATION POUR LES DOMMAGES  
DUS A LA POLLUTION PAR LES HYDROCARBURES

PER/1/1

FUND/Circ.10  
25 March 1982

To: Member States of the IOPC Fund  
United Nations and Specialized Agencies

Subject: IOPC Fund Vacancy Notice NO 82-1  
Professional Officer

The Director of the International Oil Pollution Compensation Fund has the honour to submit Vacancy Notice NO 82-1 for the post of Professional Officer in the Organization, to be filled on 1 November 1982 or as soon as possible thereafter.

Applications accompanied by a curriculum vitae of the candidate concerned should reach the IOPC Fund by 15 July 1982.

Attention is drawn to the fact that only candidates from Member States of the IOPC Fund are eligible for appointment, ie nationals of Algeria, Bahamas, Denmark, Finland, France, Gabon, Germany (Federal Republic of), Ghana, Iceland, Indonesia, Italy, Japan, Kuwait, Liberia, Maldives, Monaco, Norway, Papua New Guinea, Spain, Sweden, Syrian Arab Republic, Tunisia, Tuvalu, United Kingdom and Yugoslavia.

IOPC FUND VACANCY NOTICE NO 82-1

- POST : Professional Officer
- DUTY STATION : London, United Kingdom
- GRADE : P-4
- STARTING SALARY : US \$38,167 gross, US \$27,611.52 net per annum for a staff member with primary dependants, and US \$25,671.67 net per annum at the single rate.
- NATURE OF APPOINTMENT : Fixed-term of three years, with the possibility of prolongation.
- MAIN DUTIES AND RESPONSIBILITIES : In the small secretariat of the IOPC Fund the incumbent will be the second officer. The responsibilities will therefore, under the supervision of the Director, cover the whole range of the IOPC Fund's activities. The main functions will be:
- Representation of the IOPC Fund in the Director's absence
  - Representation of the IOPC Fund at conferences and meetings
  - Examination and assessment of claims
  - Preparation and organization of meetings of the IOPC Fund's organs
  - Drafting of documents
  - Research work in the legal and economic fields
  - Preparation of publications, briefs, statements and internal memoranda on all matters relating to the IOPC Fund's work
  - Supervision of the IOPC Fund's administration.
- QUALIFICATIONS AND EXPERIENCE : (a) University degree or equivalent professional qualification in law or economics and profound knowledge of international maritime law.
- (b) Whilst previous experience within an inter-governmental organization is not essential, experience of international conferences and meetings and knowledge of the work of international organizations would be a great advantage.

- (c) The post calls for a high degree of independent judgement and initiative and flexibility. The incumbent must be prepared to undertake research and work in quite different fields like maritime law and investment of the IOPC Fund's assets. As the incumbent will have to supervise the IOPC Fund's administration, he should have a good understanding of personnel and administrative matters.
- (d) The main working languages of the IOPC Fund are English and French. Mastery of one with excellent drafting ability is required, as well as a good knowledge of the other.

COMMENCEMENT OF  
DUTIES

: 1 November 1982 or as soon as possible thereafter.

NOMINATIONS

: Applications, addressed to the Director, should be made on Personal History Forms, obtainable from the IOPC Fund's secretariat, and should be sent under confidential cover to:

The Director  
International Oil Pollution Compensation Fund  
1-4 Yarmouth Place  
London W1Y 7DW

telephone number (01) 493 6932.

CLOSING DATE

: Applications should reach the secretariat by 15 July 1982.

SUMMARY OF CERTAIN CONDITIONS APPLICABLE TO THE PROFESSIONAL  
CATEGORY STAFF OF THE IOPC FUND SECRETARIAT

SALARY

The salary mentioned (US \$27,611.52 or US \$25,671.67) is net after staff assessment, free of income tax in the United Kingdom and subject to certain allowances and deductions as specified below.

Cost-of-living adjustment

The Staff Regulations provide for the application of a plus or minus "post-adjustment" to the basic salary. The amount varies according to cost-of-living, salary level and dependency status. At present, based on the starting salary quoted above, a plus post adjustment is payable in London amounting to US \$16,759.41 net per annum for a staff member with primary dependants (wife and/or children) and US \$15,569.85 net per annum at the single rate.

Dependency allowance

US \$450 per annum for each dependent child.

Where there is no dependent spouse, a single annual allowance of US \$300 for either a dependent parent, a dependent brother or a dependent sister.

Education grant

For a staff member who is regarded as an international recruit and whose duty station is outside his home country, an education grant up to a maximum of US \$3,000 annually per child is paid under certain conditions in respect of children attending school or university in or outside the home country of the staff member.

Repatriation grant

A repatriation grant designed to assist an internationally-recruited staff member in re-establishing himself in his home country is paid on separation from service. The amount of the grant is proportional to the length of service and family status is also taken into account.

Provident fund

In lieu of a pension fund, staff members will become participants in a provident fund to which both the IOPC Fund and the staff members contribute.

LEAVE

Annual leave

Thirty working days per year on full salary.

Home leave

A staff member whose duty station is outside his home country is entitled, once in every two years, to visit with his eligible dependants, the place of his recognised home at the expense of the IOPC Fund.

Sick leave

Up to three months on full salary in any period of twelve consecutive months.

TRAVEL AND RELATED EXPENSES

Travel

The IOPC Fund pays the cost of travel on appointment and separation for the staff member and, provided his appointment is for one year or longer, for his eligible dependants.

Installation grant

For an internationally-recruited staff member at the salary level quoted above, provided his appointment is for one year or longer, the IOPC Fund pays an installation grant, at present at the rate of 30 days at £66 per day for the staff member and 30 days at £33 per day for each eligible dependant.

Removal

The IOPC Fund pays the cost of removal of a staff member's personal effects and household goods, provided his appointment is for a period of two years or longer.

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