

**UNAKRT**

United Nations Assistance to the Khmer Rouge Trials

Vacancy number:	VA/CPLCL/2014/09
Office:	Civil Party Lead Co-Lawyers
Status:	Consultant (Evidence Analyst/Case Manager)
Duration:	Up to end December 2014, with possibility of extension
Remuneration:	\$3,000/month
Date Issued:	01 September 2014
Duty Station:	Phnom Penh - Cambodia
Deadline for receiving applications:	08 September 2014

ANNOUNCEMENT FOR EVIDENCE ANALYST/CASE MANAGER

The United Nations Assistance to the Khmer Rouge Trials (UNAKRT) provides technical assistance to the Extraordinary Chambers in the Courts of Cambodia (ECCC) which is a domestic court established in accordance with Cambodian law. The ECCC has jurisdiction to bring to trial senior leaders of Democratic Kampuchea and those who were most responsible for the crimes and serious violations of Cambodian penal law, international humanitarian law and custom that were committed during the period from 17 April 1975 to 6 January 1979. A feature of the proceedings is inclusion of Civil Parties allowing Victims to participate by supporting the prosecution and to seek specific forms of reparation.

The United Nations Assistance to the Khmer Rouge Trials is recruiting a consultant (case analyst)

Duties and Responsibilities:

Under the direct supervision of the International Civil Party Lead Co-Lawyer (CPLCL), the consultant will be responsible for the following:

1. Update, maintain, upgrade and harmonize the analytical database of the CPLCL (casemap);
2. Assist in the analysis of evidence relating to case 002/02 with a particular emphasis on Civil Party evidence (victims' information forms, Civil Party statements...);
3. Assist the CPLCL in collecting supplementary information from Civil Parties;
4. Assist in the development of a new evidence management and analysis system, under Case Matrix;
5. Assist LCLCP for the preparation of civil parties, experts and witnesses' in-court examination
6. Perform other duties of analysis or data collection, as required by the Section.

Competencies:

Professionalism

- Good understanding of historical and contemporary Cambodian context. Knowledge of international legal procedures and instruments, particularly those related to the ECCC;
- Ability to work effectively and constructively in teams;



- Excellent ability to administrate and handle complex and voluminous sets of records and facts;
- Strong analytical skills;
- Ability to work under stressful conditions and time constraint;
- Ability to work in a non-discriminatory manner, with respect for diversity;
- Ability to keep strict standards of confidentiality and security;
- Professional integrity

Technological awareness

- Excellent computer skills, including ability to operate efficiently databases (Zylab, CaseMap, TextMap, Case Matrix,).

Education:

- Advanced University Degree in law or any other related field. A first level university degree in combination with qualifying experience may be accepted in lieu of an advanced university degree.

Experience:

- 1 to 2 years of relevant working experience

Language Proficiency:

- The official working languages of the UN are English and French. For this post, fluency in English is essential. Working knowledge of the other is desirable. Fluency in oral and written Khmer is an asset.

Submission of Application:

Please address the fully completed and signed application form (P.11) in English, together with a cover letter and copies of relevant supporting documents by e-mail to unakrt-jobs@un.org Applications received after the deadline will not be accepted.

The P.11 Form has to be downloaded from the UNARKT Website. Candidates under serious consideration will be called for an interview. Successful candidates will be offered a contract as a consultant. Preference will be given to equally qualified female candidates. Due to the large volume of applications, we regret not being able to reply to everyone and will only contact the most suitable candidates for the test and/or an interview.