



AFRICAN COURT ON HUMAN AND PEOPLES' RIGHTS  
COUR AFRICAINE DES DROITS DE L'HOMME ET DES PEUPLES  
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The Registry of the Court

**CALL FOR APPLICATIONS – CONSULTANCY CONTRACT**  
**(Closing date: 30/10/2016)**

The Court has scheduled the following activities to be performed in Arusha, Tanzania:

- 43<sup>rd</sup> Ordinary Session from 31 October to 18 November 2016
- 10<sup>th</sup> Anniversary Symposium from 21 to 22 November 2016
- 5<sup>th</sup> High Level Dialogue on Human Rights from 23 to 26 November 2016
- 7<sup>th</sup> Extraordinary Session from 28 November to 2 December 2016.

The Court intends to hire some temporary staff to provide support to handle some assignments required by these activities. The Court therefore invites applications from citizens of African Union Member States for the following positions:

**1. Bilingual Secretary (grade GSA4)**

Job purpose *	Required profile	Duration	Remuneration
Provide secretarial and administrative support to the focal point of both 10 <sup>th</sup> Anniversary Symposium and 5 <sup>th</sup> High Level Dialogue.	i) Diploma in Secretarial duties and a Certificate of completion of English or French as second language. A higher diploma in Secretarial duties, mastery of computer applications and software will be an added advantage. ii) Three (3) years of relevant experience in the field. iii) Working languages in English and French will be an added advantage.	From 1 to 31 November 2016	Lump sum according to the African Union Salary Scale of Short Term Staff

\* Detailed duties and responsibilities will be issued to the selected candidate.

**2. Logistics/Travel Assistant (grade GSA4)**

Job purpose *	Required profile	Duration	Remuneration
Provide logistics/travel support to the focal point of both 10 <sup>th</sup> Anniversary Symposium and 5 <sup>th</sup> High Level Dialogue.	i) Diploma or relevant Certificate in Travel or Transport or in Management or Administration. A Higher diploma in the field will be an added advantage. ii) Three (3) years of relevant experience in the field. iii) 2 <sup>nd</sup> working language in French or English or Arabic or Portuguese will be an added advantage.	From 1 to 31 November 2016	Lump sum according to the African Union Salary Scale of Short Term Staff

\* Detailed duties and responsibilities will be issued to the selected candidate.

### 3. Reproduction Assistant (grade GSA3)

Job purpose *	Required profile	Duration	Remuneration
Assist in the reproduction and distribution of documents and publications during the 10 <sup>th</sup> Anniversary Symposium and 5 <sup>th</sup> High Level Dialogue	i) Diploma or relevant Certificate in document copying or in a related field. A Higher diploma in the field will be an added advantage. ii) Three (3) years of relevant experience in the field. iii) 2 <sup>nd</sup> working language in French or English or Arabic or Portuguese will be an added advantage.	From 14 to 26 November 2016	Lump sum according to the African Union Salary Scale of Short Term Staff

\* Detailed duties and responsibilities will be issued to the selected candidate.

### 4. Court Clerk (grade GSA3)

Job purpose *	Required profile	Duration	Remuneration
Assist in performing routine tasks during the 43 <sup>rd</sup> Ordinary Session	i) Diploma or relevant Certificate of administration in Justice or in a related field. A Higher diploma in the field will be an added advantage. ii) Three (3) years of relevant experience in the field. iii) 2 <sup>nd</sup> working language in French or English or Arabic or Portuguese will be an added advantage.	From 1 to 18 November 2016	Lump sum according to the African Union Salary Scale of Short Term Staff

\* Detailed duties and responsibilities will be issued to the selected candidate.

To apply, please submit the following:

- i) A letter of motivation ;
- ii) A detailed and updated CV, indicating your qualification, work experience, nationality, age and gender;
- iii) Copies of the required Diplomas and Certificate.

Applications should be addressed to the following email:

[humanresources@african-court.org](mailto:humanresources@african-court.org)

**Selection process:** APROB will screen the applications based on the required profile for each above mentioned position and select the required candidates. Only the selected candidates will be contacted.