

# United Nations International Residual Mechanism for Criminal Tribunals

TEMPORARY JOB OPENING (Duration until 31 December 2020)

Senior Pre-Trial Attorney, P-5

DEADLINE FOR APPLICATIONS	:	08 June 2020
DATE OF ISSUANCE	:	02 June 2020
OFFICE	:	Office of the Prosecutor
LOCATION	:	Kigali
JOB OPENING NUMBER	:	2020/TJO/IRMCT/OTP/140-P

---

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

---

## Organizational setting and Reporting:

The post is located in the Office of the Prosecutor (OTP) of the International Residual Mechanism for Criminal Tribunals (IRMCT), Arusha Branch, Kigali Field Office. The incumbent will work under the supervision of the Prosecutor.

## Responsibilities:

- Set the direction for investigations needed for the presentation of the case, and supervise the Investigation Team, including development of investigation strategy and policies and the implementation of analysis-driven investigative methodologies
- Monitor the progress of investigations, interviews of witnesses and suspects, analysis of evidence gathered and the preparation of reports and briefs of evidence.
- Advise the Prosecutor of the progress of investigations and the impact of investigative activities on the prosecution strategy.
- Organise, supervise and provide authoritative legal advice to the Investigation Team on a diverse range of highly complex or novel substantive and procedural questions of law.
- Ensure appropriate witness protection measures and procedures are in place to secure the safety of witnesses.
- Coordinate with government authorities and other interlocutors for the collection of evidence and other matters related to the work of the Investigation Team, as well as pre-trial matters.
- Conduct pre-trial proceedings on behalf of the Prosecutor before the Chambers.
- Supervise the pre-trial phase of criminal cases, and is responsible for the management of the Pre-Trial team and sets the direction of the pre-trial phase of the case.
- Coordinate and direct a team of legal officers, guide and supervise the work of junior officers; organizing and prioritizing the workload and providing general coordination and supervision of legal assignments.
- Litigate pre-trial matters.
- Provide authoritative legal advice on a diverse range of highly complex or novel substantive and procedural questions of law arising in the pre-trial phase.
- Appears in court.
- In coordination with the Chief of Staff, assess the needs and requirements of the Investigation and Pre-Trial teams and coordinate the allocation of resources, ensuring that the teams are adequately staffed and resourced.
- Assists and supports the work of the OTP as required.

## Core Competencies:

- **Professionalism:** Knowledge of the genocide and crimes committed in Rwanda. Demonstrated experience carrying out a complex criminal investigation and utilizing criminal investigation techniques, and particularly use of analysis in complex investigations. Demonstrated experience conducting pre-trial and/or trial proceedings in complex criminal cases. In-depth theoretical knowledge, including knowledge of criminal law (both substantive and procedural), and extensive broad-based experience in applying legal expertise to analysing a diverse range of highly complex and novel legal issues and problems and in developing innovative and creative solutions, particularly in complex criminal cases. Superior skills in legal writing and expression and ability to prepare legal briefs, indictments, opinions, or legal submissions/motions and a variety of legal instruments and related documents for submission to senior officials or to the Chambers. Highly developed negotiating skills and ability to persuade and influence others to reach agreement. Demonstrated planning, management and organisational skills and ability to coordinate the work of teams and individuals, ensuring the quality and timeliness of outputs and good understanding of the dynamics of working in an international environment. Ability to defend difficult issues and positions before senior officials and to prosecute high profile indictees. Demonstrates professional competence and mastery of subject matter. Ability to adapt to changing circumstances and conditions during the course of the pre-trial proceedings and ability to modify procedures and methodologies accordingly. Ability to think clearly and logically and analyze complex and obscure data from a myriad of sources. Good computer skills and ability to use software applications relevant to criminal investigations and prosecutions. Shows pride in work and in achievements. Is conscientious and efficient in meeting commitments, observing deadlines and achieving results. Is motivated by professional rather than personal concerns. Shows persistence when faced with difficult problems or challenges. Remains calm in stressful situations. Commitment to implementing the goal of gender equality by ensuring the equal participation and full involvement of women and men in all aspects of work.
-

# United Nations International Residual Mechanism for Criminal Tribunals

- **Communication:** Speaks and writes clearly and effectively; listens to others, correctly interprets messages and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.
- **Teamwork:** Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas; is willing to learn from others; places team agenda before personal agenda; acts in accordance with final group decision, shares credit for team accomplishments and accepts joint responsibility for team shortcomings.
- **Leadership:** Serves as a role model that other people want to follow: empowers others to translate vision into results; is proactive in developing strategies to accomplish objectives; establishes and maintains relationships with a broad range of people to understand needs and gain support; anticipates and resolves conflicts by pursuing mutually agreeable solutions; drives for change and improvements; does not accept the status quo; shows the courage to take unpopular stands. Provides leadership and takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.
- **Judgement/Decision-making:** Identifies the key issues in a complex situation, and comes to the heart of the problem quickly; gathers relevant information before making a decision; considers positive and negative impacts of decisions prior to making them; takes decisions with an eye to the impact on others and on the Organization; proposes a course of action or makes a recommendation based on all available information; checks assumptions against facts; determines whether the actions proposed will satisfy the expressed and underlying needs for the decision; makes tough decisions when necessary.

---

## QUALIFICATIONS

### Education:

Advanced university degree (Master's degree or equivalent) in Law. A first level university degree in combination with two additional years of qualifying experience may be accepted in lieu of an advanced university degree.

### Experience:

Minimum of 10 years of progressively responsible professional legal experience, particularly in conducting complex criminal prosecutions. Relevant experience at the ICTY and/or ICTR and a good understanding of the Rwandan genocide are highly desirable.

### Language:

English and French are the working languages of the Mechanism. For the post advertised, fluency in one of the working languages English or French, (both oral and written) is required, and knowledge of the other is highly desirable. Knowledge of a second official UN language is an advantage.

---

## HOW TO APPLY:

- 1) Internal staff at the P4 or P-5 level who meet the requirements are eligible to apply.
- 2) Interested candidates must complete the UN Personal History Profile (PHP) form obtainable via personal Inspira accounts (in PDF format) or the IRMCT website. Please submit all documents including the PHP, a Cover Letter, and the last two e-PAS's (for internal candidates) **ELECTRONICALLY AS ONE DOCUMENT** to the [recruitmentR@un.org](mailto:recruitmentR@un.org) in-box. Please indicate the job opening number in the subject line.
- 3) Once received, a list of candidates who meet the requirements of the post will be sent to the supervisor, who will prepare a written comparative analysis of the candidates and recommend a candidate for the position.
- 4) Please note that only candidates under serious consideration will be notified of the final decision.

### NOTE FOR PREVIOUSLY ROSTERED CANDIDATES

Roster candidates must express their interest and availability for published job openings by submitting an updated PHP and cover letter.

### NOTE FOR EXTERNAL CANDIDATES:

- 1) External applicants must complete the UN Personal History Profile (PHP) form obtainable from the IRMCT website ([www.unmict.org](http://www.unmict.org)) or from your personal Inspira account and forward electronically to the [recruitmentR@un.org](mailto:recruitmentR@un.org) in-box. Please indicate the job opening number in the subject line.
  - 2) Once received, a list of candidates who meet the requirements of the post will be sent to the supervisor, who will prepare a written comparative analysis of the candidates and recommend a staff member for the position.
  - 3) Please note that only candidates under serious consideration will be notified of the final decision.
-

# United Nations International Residual Mechanism for Criminal Tribunals

**SPECIAL NOTICE:**

The United Nations Secretariat is committed to achieving 50/50 gender balance in its staff. Female candidates are strongly encouraged to apply for this position.

The appointment is limited to the IRMCT. Extension of the appointment is subject to the extension of the mandate and/or the availability of funds. IRMCT is a smoke free environment.

**PLEASE NOTE THAT APPLICATIONS RECEIVED AFTER THE DEADLINE AT MIDNIGHT (THE HAGUE TIME) ON THE CLOSING DATE WILL NOT BE ACCEPTED. ONLY THE SELECTED CANDIDATE WILL BE NOTIFIED OF THE OUTCOME.**

---