



WORLD CUSTOMS ORGANIZATION
ORGANISATION MONDIALE DES DOUANES

ANNEXURE – A

Compliance and Facilitation Directorate Facilitation and Procedures Sub-Directorate

RKC Review Expert

1. INTRODUCTION

The World Customs Organization (WCO) is an independent intergovernmental body, established in 1952 as the Customs Co-operation Council (CCC), whose mission is to enhance the effectiveness and efficiency of Customs services across the globe. The WCO represents 183 Customs administrations that collectively process approximately 98 % of world trade. As the global centre of Customs expertise, the WCO is the only international organization with competence in Customs matters.

As a forum for dialogue and exchange of experiences between national Customs delegates, the WCO offers its Members a range of Conventions and other international instruments, as well as technical assistance and training services provided either directly by the Secretariat, or with its participation. The Secretariat also actively supports its Members in their endeavours to modernize and build capacity within their national Customs administrations.

2. OVERVIEW

In 2017, the Revised Kyoto Convention Management Committee (RKC/MC) unanimously endorsed the proposal for a comprehensive review of the RKC and, in June 2018, the Policy Commission and Council approved the setting up of the Working Group on the Comprehensive Review of the RKC (WGRKC), along with its Terms of Reference (ToR), based on the RKC/MC's proposal.

The ToR gives the WGRKC a mandate to conduct a comprehensive review within the vertical coverage of both structure and content of the Body, General Annex, Specific Annexes and Guidelines through WGRKC recommendations to be enclosed in the WGRKC's final report to the RKC/MC.

For the purpose of completing this task, the WCO is recruiting a Review Expert under a short-term contract.

3. PROJECT BACKGROUND

Since September 2018, the WGRKC has held seven meetings and has discussed in depth some 170 proposals relating to 36 concepts submitted by Members and external stakeholders.

Accordingly, the next stages in the RKC review process were discussed during several sessions of the RKC/MC. In February 2020, the 22nd RKC/MC discussed the next step and decided to extend the timelines for the RKC review process under a “four-step framework” until January 2023 at the earliest and agreed that the services of the WGRKC were required for one more meeting (8th meeting) to discharge the finalization of Step 1 of the RKC review process. After the 8th Meeting of WGRKC, the work on RKC review (from Step 2 to Step 4) will be conducted within the RKC/MC.

4. OBJECTIVES

The comprehensive review will cover both the structure and content of the Body of the Convention, General Annex, Specific Annexes and Guidelines.

In undertaking the comprehensive review, possible changes to the RKC in accordance with its findings should be proposed.

5. MAIN ACCOUNTABILITIES

The Review Expert shall work under the supervision of the Deputy Director (Procedures and Facilitation) of the Compliance and Facilitation Directorate. In particular, he/she shall perform the following duties:

- i. Review and analysis of the Revised Kyoto Convention (RKC):**
 - (a) reviewing the whole Convention including the Body, the General Annex and the Specific Annexes of the RKC;
 - (b) reviewing the RKC Guidelines;
 - (c) analyzing related WCO instruments/tools to incorporate relevant standards of such instruments/tools into the RKC; and
 - (d) analyzing Member’s proposals and provide necessary support for further development.
- ii. Proposition of possible changes to the RKC in accordance with the findings of the review**
- iii. Preparing meeting documents for relevant WCO bodies (e.g. RKC/Management Committee)**
- iv. Any other related duties as may be assigned by the supervisor.**

6. EDUCATION

- Masters’ level qualification in the area of law, economics, public administration or business administration; or Bachelors’ level qualification with three (3) additional years of equivalent experience.

7. EXPERIENCE

- At least five (5) years of experience in Customs.
- Proven experience in implementing Customs modernization processes.
- Exposure to the work of other public and private stakeholders, including relevant border agencies.
- Experience as an advisor, facilitator, trainer or mentor.
- Experience in working with people from different cultural backgrounds or in an international environment.
- Preference may be given to experts with complementary experience in work related to implementation of the RKC and other WCO tools.
- Direct Customs experience in an operational border crossing is desirable.

8. LANGUAGES

- Fluency in English or/and French, with a good knowledge of the other.
- Fluency in both would be an asset.

9. COMPETENCIES

- Strong written and oral communication skills.
- Strong interpersonal skills and ability to work in a team, in a multi-cultural environment.
- A good organizer, flexible, enthusiastic and open-minded.
- Ability to manage a high pace and stressful environment.
- Excellent knowledge of the key WCO standards and tools including, *inter alia*:
 - ✓ Revised Kyoto Convention and its Guidelines.
 - ✓ SAFE Framework of Standards.
 - ✓ Framework of Standards on Cross Border E-Commerce.
- Knowledge of main Customs procedures and practices, including automated procedures and the use of automation and data in Customs, advance cargo information, passenger control, warehousing, transit, etc., and facilitative measures, such as authorized operators, control with non-intrusive equipment (NII) and risk management.

10. CONTRACT AND CONDITIONS

- Staff member under short-term contract until 30 June 2021 (possibility of extension).
- Probationary period: three (3) months.
- Full-time employment (37 hours and 40 minutes weekly) at the WCO Headquarters in Brussels, Belgium.
- 30 days of annual paid leave.
- Salary commensurate to experience starting from 6,834.10 EUR/month all-inclusive (remuneration exempted from income tax in Belgium).
- Compulsory WCO health insurance deducted from the salary (around 65 EUR/month).

This position is subject to the Manual for Short-Term Contractors. The successful applicant shall not acquire the right subsequently to occupy a permanent post within the WCO. The

successful applicant will not be affiliated to any retirement fund or pension scheme taken by the WCO.

11. APPLICATION AND RECRUITMENT PROCESS

The onus is on the applicant to demonstrate how he/she meets each of the essential qualifications and requirements. Applicants are encouraged to detail concrete achievements in their CVs and/or in their cover letters as well as include references.

Only short-listed candidates will be contacted for an assessment that may include a written test and/or an interview. All short-listed candidates may be requested to provide copies of their original diploma, certificates and proof of relevant experience. Candidates may also be subject to reference checks to confirm the information provided in the application.

Interested candidates should submit their application for review no later than **15 September 2020**, including a CV and cover letter in English by e-mail to:

RKCexpert@wcoomd.org

World Customs Organization
Facilitation and Procedures Sub-Directorate
Rue du Marché, 30
B-1210 Brussels
Belgium

Interested candidates may submit a request for additional information via e-mail, providing full name and contact details.

The evaluation of applicants will be conducted on the basis of the information submitted in the application according to criteria of the position and the WCO applicable rules.

12. ADDITIONAL INFORMATION

The WCO values commitment to the principles of integrity, transparency and accountability as well as values diversity among its staff members. Applications from qualified women and men will receive equal treatment and due regard will be paid to the importance of recruiting nationals from WCO Members on as wide a geographical basis as possible. Please note that the WCO Headquarters is a non-smoking environment.
