

## JOB DESCRIPTION

### Junior Professional Officer, Associate Economist

<b>Category / Staff Rules</b>	<b>Junior Professional Officer / P-2</b>
<b>Division / Section</b>	<b>Division of Market Development /Trade and Market Intelligence (DMD/TMI)</b>
<b>Duty station</b>	<b>Geneva</b>
<b>Comments</b>	<b>1 Year with possible extension</b>

### ORGANISATIONAL CONTEXT AND ORGANISATIONAL SETTING

The International Trade Centre (ITC) assists developing and transition economy countries to take advantage of expanding trade opportunities in an increasingly complex global environment. ITC supports Trade Impact for Good, promoting sustainable and inclusive development goals through trade.

The Trade and Market Intelligence (TMI) section is part of ITC's Division of Market Development (DMD). TMI has developed a continuously-evolving set of market analysis tools that inform about trade dynamics, market access conditions and export potential. Drawing on the data and analytical indicators in the tools, together with additional desk and empirical research, TMI also conducts bespoke studies and analyses. These efforts are tailored to the specific needs of trade policy officials in national ministries and trade support institutions, focusing on strategies to improve trade competitiveness and identify opportunities for product and market diversification.

The goal of this job function is to support activities at the nexus of climate policies, trade and greenhouse gas emissions through data collection, processing and analysis.

### DUTIES AND RESPONSIBILITIES

Under the overall guidance of a Senior Market Analyst, and direct supervision of a Market Analyst (Trade or Market Access), the Junior Professional Officer will:

- Assist in designing, organizing, planning and managing the collection, mapping, evaluation, analysis, compilation and dissemination of core criteria in environmental domestic regulations, including carbon taxes, and international commitments,
- Assist in quantitative assessments of magnitudes and impact channels of environmental measures,
- Assist in developing relevant compliance and mitigation modules as part of market access tools,
- Assist in analysing the nexus between greenhouse gas emissions and trade,
- Evaluate and interpret the data and provide insights through graphs, charts and tables,

- Prepare first drafts of analytical studies or briefing notes on the topic of environmental border measures, greenhouse gas emissions and their impact on trade and investment,
- Develop related training materials, suitable for both virtual and face-to-face settings,
- Assist in the organization and servicing of related trainings and field missions,
- Perform any other related duties as required.

## REQUIRED COMPETENCIES AND KNOWLEDGE

**ITC'S VALUES** are: Integrity, Professionalism, Respect for Diversity

**ITC'S CORE COMPETENCIES** are: Communication, Teamwork, Planning & Organizing, Accountability, Creativity, Client Orientation, Commitment to continuous learning, Technological awareness.

### CRITICAL JOB-SPECIFIC COMPETENCIES

**Professionalism:** The ability to analyze, model and interpret data in support of decision-making and convey information succinctly to management. Adept at queries, report writing and presenting findings. Takes pride in the work for the organization and understands the impact that can be brought into the organization by allowing data-driven and evidence-based decisions. Ability to apply judgment in the context of assignments given, plan own work and manage conflicting priorities. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; 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. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

**Accountability:** Takes ownership of all responsibilities and honours commitments; delivers outputs for which one has responsibility within prescribed time, cost and quality standards; operates in compliance with organizational regulations and rules; supports subordinates, provides oversight and takes responsibility for delegated assignments; takes personal responsibility for his/her own shortcomings and those of the work unit, where applicable.

**Communication:** Speaks and writes clearly and effectively. Listens to others, correctly interprets messages from others and responds appropriately. Asks questions to clarify, and exhibits interest in having two-way communication. Tailors language, tone, style and format to match the 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 and expertise; is willing to learn from others. Places team agenda before personal agenda. Supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position. Shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

### Mandatory knowledge and skills

- Advanced knowledge of Excel,
- Analytical skills, applied to economic data,
- Understanding of the developmental, social and environmental implications of international trade.

### Desirable knowledge and skills

- Knowledge of climate-related border measures, such as the Carbon-Border Adjustment Mechanism or the EU Deforestation Regulation,

<ul style="list-style-type: none"> <li>Knowledge of the economic situation in developing countries and their challenges in the area of market access.</li> </ul>
<b>REQUIRED QUALIFICATIONS</b>
<p><b>Education</b></p> <p>Advanced university degree in statistics, economics or related field.</p> <p>Note: A first level university degree with a relevant combination of academic qualifications and professional experience may be accepted in lieu of the advanced university degree.</p>
<p><b>Experience</b></p> <p>A minimum of two years of relevant experience in statistics, data analysis, economic research, or related area.</p> <p>Experience with the analysis of data on trade and market access regulations,</p> <p>Experience using statistical software packages such as SAS, Stata or R,</p>
<p><b>Languages</b></p> <p>Advanced English required. Knowledge of French or Spanish desirable.</p>

<b>LEARNING ELEMENT</b>
<p>The position offers a highly conducive learning environment with mentoring from skilled economists and statisticians with extensive experience in trade-related analysis and research and the design of trade-related technical assistance, notably in the area of trade intelligence.</p> <p>The JPO will obtain first-hand insight in the working of an international organization. On-the-job learning includes trainings on the ITC Market Analysis Tools (Trade Map, Market Access Map, Export Potential Map, Investment Map etc.). S/he will get a thorough understanding of the nexus of climate policies, trade and greenhouse gas emissions, as well as their implications for regional or international value chain and broader economic development.</p> <p>In addition, the Junior Professional Officer will be able to participate in in-house trainings to deepen technical competences (trade-related topics and methods), important job-related competencies (e.g. project management skills) or language skills (for official UN languages).</p> <p>On completion of the assignment, the Junior Professional Officer is expected to</p> <ul style="list-style-type: none"> <li>Have acquired a deep understanding of ITC's databases, tools, and methodologies and their relevance to economic development topics,</li> <li>Be able to process, analyse and visualize data on trade and market access regulations, and their interconnectedness with greenhouse gas emissions,</li> <li>Communicate clearly and concisely, incl. about complex or technical matters with non-technical audiences.</li> </ul>

<b>BACKGROUND INFORMATION</b>
<p><b>Team/Organizational chart</b></p> <p>The JPO will be part of a young, dynamic, multi-cultural team in the Trade and Market Intelligence (TMI) section of ITC's Division of Market Development (DMD). S/he will work at the intersection of the market access, trade and export potential teams. The position requires regular interaction with other ITC teams and sections (see below).</p>

**Interaction with other sections/clients**

The position involves frequent interaction with other ITC sections, notably the Advocacy and Reforms for Trade and Investment Facilitation, the Strategies and Policies for Trade and Investment sections and the Green and Inclusive Value Chains section. The assignment also requires maintaining a network with data providers as well with beneficiaries of the work from national ministries, as well as from other international organisations, including WTO, OECD, World Bank, FAO and Africa Union.

**Projects/Countries /Events**

The position is linked to DMD's transparency in trade, leveraging sustainable and inclusive trade for economic development initiatives and related projects.

**CONTRIBUTION TO GLOBAL GOALS FOR SUSTAINABLE DEVELOPMENT  
(SDGs)**

For more information: <http://www.intracen.org/itc/goals/Global-Goals-for-Sustainable-Development/>