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29 May 1987

INFORMATION CIRCULAR

To: Members of the staff in the General Service and related categories at Headquarters

From: The Assistant Secretary-General for Human Resources Management

Subject: OFFICE FOR RESEARCH AND THE COLLECTION OF INFORMATION

Addendum

1. The purpose of the present circular is to announce a list of positions to be filled in the General Service and related categories in the Office for Research and the Collection of Information, established by the Secretary-General's bulletin ST/SGB/225 of 1 March 1987. The present circular provides an addendum to information circular ST/IC/87/25 of 6 May 1987. The positions in the General Service and related categories will be filled as posts are made available.
2. Vacancy announcements will be posted on the bulletin boards located on the fourth floor of the Secretariat building and on the third floor of the DCI-building with a deadline of 12 June 1987. A description of the functions and qualifications required for each post will be stated in the vacancy announcements. Staff members are requested to complete an application form for each position for which they wish to be considered. Application forms and copies of vacancy announcements are available from the Career Development and Placement Unit, Room S-2580, and the General Recruitment Section, Room DCI-200.
3. The procedure for reviewing the candidates and establishing a short list will be conducted by an ad hoc panel, appointed by the Secretary-General as described in information circular ST/IC/87/25, to which staff members may wish to refer for further information concerning the application and selection procedure.

VACANCY ANNOUNCEMENTS

OFFICE FOR RESEARCH AND THE COLLECTION OF INFORMATION

DEADLINE DATE: 12 JUNE 1987

| OFFICE OF THE ASSISTANT SECRETARY-GENERAL | | |
|---|-------|------------------|
| V.A. number | Level | Functional title |
| 87-6-ORI-919-NY | G-5 | Secretary |

| PLANNING AND EARLY WARNING SERVICE | | |
|------------------------------------|-------|------------------|
| V.A. number | Level | Functional title |
| 87-6-ORI-920-NY | G-4 | Secretary |

| PLANNING AND RESEARCH CO-ORDINATION AND DEVELOPMENT UNIT | | |
|--|-------|--------------------------|
| V.A. number | Level | Functional title |
| 87-7-ORI-921-NY | G-6 | Social Science Assistant |
| 87-7-ORI-922-NY | G-5 | Social Science Assistant |
| 87-6-ORI-923-NY | G-4 | Secretary |

| DATA UNITS | | |
|-----------------|-------|--------------------------|
| V.A. number | Level | Functional title |
| 87-7-ORI-924-NY | G-6 | Social Science Assistant |
| 87-7-ORI-925-NY | G-6 | Social Science Assistant |
| 87-7-ORI-926-NY | G-5 | Social Science Assistant |
| 87-7-ORI-927-NY | G-5 | Social Science Assistant |
| 87-6-ORI-928-NY | G-4 | Secretary |
| 87-6-ORI-929-NY | G-4 | Secretary |

| NEWS DISTRIBUTION SECTION | | |
|---------------------------|-------|--------------------------|
| V.A. number | Level | Functional title |
| 87-7-ORI-930-NY | G-6 | Social Science Assistant |
| 87-7-ORI-931-NY | G-5 | Social Science Assistant |
| 87-6-ORI-932-NY | G-4 | Secretary |
| 87-6-ORI-933-NY | G-4 | Secretary |
| 87-6-ORI-934-NY | G-4 | Secretary |

| DRAFTING SERVICE | | |
|------------------|-------|--------------------------|
| V.A. number | Level | Functional title |
| 87-7-ORI-935-NY | G-6 | Social Science Assistant |
| 87-7-ORI-936-NY | G-5 | Social Science Assistant |
| 87-6-ORI-937-NY | G-4 | Secretary |
| 87-6-ORI-938-NY | G-4 | Secretary |

