



Secrétariat

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Distribution :
1 exemplaire par fonctionnaire

CIRCULAIRE

Objet : Mission d'observation des élections en République centrafricaine
- appel aux fonctionnaires intéressés

1. Par sa résolution 1230, le Conseil de sécurité a décidé que le mandat de MINURCA (Mission des Nations Unies en République centrafricaine) comprendrait un rôle d'appui à la conduite des élections présidentielles dans ce pays, élections dont la date a été fixée au 29 août 1999. À ce titre, l'Organisation des Nations Unies enverra 100 fonctionnaires de New York, d'autres lieux d'affectation et éventuellement d'autres institutions du système des Nations Unies, qui feront partie d'une équipe de 200 observateurs internationaux chargés de surveiller les élections qui auront lieu dans le pays.
2. Les observateurs seront sélectionnés en fonction des quatre critères suivants :
 - a) Avoir une excellente connaissance du français - français langue maternelle, examen d'aptitudes linguistiques en français, ou connaissance avérée du français en tant que langue de travail;
 - b) Avoir une expérience préalable de la surveillance d'élections;
 - c) Être capable de travailler dans des conditions de vie difficiles, voire précaires;
 - d) Être titulaire d'un permis de conduire en cours de validité (conduite manuelle).
3. Les fonctionnaires doivent présenter, en même temps que leur candidature, une attestation écrite confirmant qu'ils sont détachés de leur service.

4. La durée de la mission d'observation sera d'un maximum de deux semaines; les dates approximatives de départ et de retour seront, respectivement, le 22 août et le 4 septembre 1999.

5. Les fonctionnaires intéressés sont invités à remplir le formulaire joint (disponible en anglais seulement) et à le transmettre, avec un exemplaire de leur dernier PAS, au Service du personnel, bureau 250, Palais des Nations. La date limite pour le dépôt des candidatures est le lundi 2 août 1999, à 17 heures.

Le Directeur
de la Division de l'administration

Maryan Baquerot

<p align="center">INSTRUCTIONS</p> <p><i>Please answer each question clearly and completely. Type or print in ink. Read carefully and follow all directions.</i></p>	<p>UNITED NATIONS</p> <p>MISSION APPLICATION FORM</p> <p>For staff members who wish to be considered for peace-keeping and other field operations.</p>	<p align="center">Do not write in this space</p>
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This form is not a commitment on the part of the United Nations. Please limit your answers to the space provided

1. Family name	First name	Other names	Maiden name	Nationality	Sex
_____	_____	_____	_____	_____	_____

HOME ADDRESS: _____

PhNo _____

Date of birth	Index no.	Organization	Duty station	Functional title	Category/level
EOD date (D/M/Y)	Type of Contract	Expiry date (D/M/Y)	UN Tel. no.	UN room no.	Fax no.

2. EDUCATION: Give full details of current status. **N.B.** Give exact details of degrees in original language. Please do not translate or equate degrees.

NAME, PLACE & COUNTRY UNIVERSITY (Give full address on page 3)	ATTENDED FROM TO		DEGREES & ACADEMIC ACHIEVEMENTS	MAIN COURSE OF STUDY
	MO/YEAR	MO/YEAR		

3. COMPUTER SKILLS: Give full details of courses completed and experience.

WORD PROCESSING	SPREADSHEETS	DATABASE	PROGRAMMING
1. _____	1. _____	1. _____	1. _____
2. _____	2. _____	2. _____	2. _____
3. _____	3. _____	3. _____	3. _____

Additional remarks regarding computer skills:

4. PREVIOUS MISSION ASSIGNMENTS: Give details of previous field mission experience.

Mission	Functional title	Grade	Date (from / to)	Remarks

5. UNITED NATIONS WORK EXPERIENCE: Give details of your last three work assignments, excluding field missions. In addition, list any experience in excess of six months. Please indicate full level of responsibility.						
Date (from / to)	Occupational group and functional title (see page 4)	Grade	Number of staff supervised			
1						
2						
3						
4						
5						
Remarks. (e.g. Describe any posts of responsibility held in previous non-UN employment)						
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6. LANGUAGE PROFICIENCY: Mother tongue : _____ Indicate your knowledge of the language. (Insert at * 1 = fluent ; 2 = moderate ; 3 = not easily).						
Language	LPE	Read*	Write*	Speak*	Understand*	Remarks
7. DRIVER'S LICENCE:						
Do you possess a valid driving license?					YES []	NO []
Do you possess a valid international drivers license ?					YES []	NO []
Can you drive a gear shift vehicle?					YES []	NO []
Remarks.						
<hr/> <hr/> <hr/>						
8. MISSIONS : List preferences 1. _____ 2. _____ 3. _____ Remarks:						
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9. OCCUPATIONAL GROUP: From page 4, select the occupational group(s) that best suits your preferred field of work

1. _____ 2. _____ 3. _____

Remarks:

10. Briefly explain any working experience or training (including academic studies) you might have in specific geographical regions related to peace-keeping operations, election monitoring, disaster relief, working with refugees or any other similar field.

11. With reference to your answer to question 10, describe any situation where your actions resulted in the achievement of organisational objectives?

12. In your opinion, what are the personal characteristics that are most suitable in order to work successfully in a peace-keeping mission?

13. If selected, when would you be available for a mission assignment? (*Indicate your choice)

Any time* _____ Earliest availability (mm/YY) _____
 For how long? *3 months _____ *6 months _____ *1 year _____ *Other _____

14. ADDRESSES OF UNIVERSITIES: (see page 1).

15. I certify that the statements made by me in answer to the foregoing questions are true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission made on a Mission Application form or other document requested by the Organization renders a staff member of the United Nations liable to termination or dismissal.

Date _____ Signature _____

OCCUPATIONAL GROUP

MANAGEMENT
MANAGEMENT SUPPORT
ADMINISTRATIVE SUPPORT
PERSONNEL
TRAINING
FINANCE & BUDGET
PROCUREMENT
REGISTRY / POUCH / REPRODUCTION
PROPERTY CONTROL / INVENTORY
RECORDS MANAGEMENT
SECURITY
TRANSPORT - AIR
TRANSPORT - MOVEMENT CONTROL
TRANSPORT - VEHICLES
SUPPLY / PROPERTY MANAGEMENT / WAREHOUSING
ENGINEERING
FACILITIES MANAGEMENT
COMMUNICATIONS
EDP HARDWARE / SOFTWARE
EDP SYSTEMS DESIGN
CONTRACTS MANAGEMENT
ELECTORAL SPECIALIST
HUMANITARIAN AFFAIRS
CIVIL AFFAIRS
POLITICAL AFFAIRS
HUMAN RIGHTS
LEGAL AFFAIRS - INTERNATIONAL LAW
LEGAL AFFAIRS - CONTRACTS / CIVIL
INFORMATION / MEDIA RELATIONS
INTERPRETATION & TRANSLATION
BROADCASTING TECHNOLOGY
TECHNICAL MILITARY SPECIALITIES
LOGISTICS SPECIALIST
CATERING, ACCOMMODATION & TRAVEL
MEDICAL SUPPORT
OTHER (SPECIFY)

*** IMPORTANT ***

In order to expedite the processing of your application, please include your most recent Performance Report / F.O.P.A. along with this application form.

N.B. You may be requested to supply documentary evidence which supports statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so and, in any event, do not submit the original text of references or testimonials unless they have been obtained for the sole use of the Organization