

AFRICAN UNION

الاتحاد الأفريقي



UNION AFRICAINE

UNIÃO AFRICANA

AFRICAN COURT ON HUMAN AND PEOPLES' RIGHTS

COUR AFRICAINE DES DROITS DE L'HOMME ET DES PEUPLES

P.O Box 6274 Arusha, Tanzania, Tel: +255 27 2050111; Fax: +255 27 2050112

**ADVERTISEMENT NO AFCHPR/01/2009
DEPUTY REGISTRAR (P5)
AFRICAN COURT ON HUMAN AND PEOPLES' RIGHTS**

The African Court on Human and Peoples Rights was established on 10 June 1998 by the Protocol to the African Charter on Human and Peoples' Rights on the establishment of an African Court on Human and Peoples' Rights, which came into force on 25 January 2004. It is the first continental judicial body charged with the responsibility of ensuring that the provisions of the African Charter on Human Peoples Rights adopted on 27th June 1981 are respected and observed.

The Court was launched on 2nd July 2006 and further aims at strengthening the system of human and peoples' rights protection on the continent.

The seat of the African Court is in Arusha in the United Republic of Tanzania.

The African Court on Human and Peoples' Rights invites applications from citizens of African Union Member States for the following position: -

1. Post

Job title: Deputy Registrar
Post level: P5
Department: Deputy Registry, African Court on Human and Peoples Rights
Supervisor: Registrar of the Court

2. Job Purpose

To assist the Registrar to manage the Registry in an effective manner to ensure efficiency of operations and activities; and to act as the Registrar in the event of his/her inability to act or during his/her absence.

Major Duties and Responsibilities

Under the over-all supervision of the President of the Court, and under the direct supervision of the Registrar, the Deputy-Registrar will assist the Registrar, and where necessary to act as the Registrar, in the performance of the following duties: -

a) keep, in such form as may be prescribed by the Court, a General List of all cases, entered and numbered in the order in which the documents instituting proceedings or requesting an advisory opinion are received in the Registry;

b) be the regular channel of communication to and from the Court, and in particular effect all communications, notifications and transmission of documents required by the Protocol or by these Rules and ensure that the date of dispatch and receipt thereof are readily verifiable;

c) transmit to the parties copies of all pleadings and documents annexed thereto upon receipt thereof in the Registry;

d) be present, in person or by his/her duly qualified representative, at the sittings of the Court, and be responsible for the preparation of minutes of such sittings;

e) sign the minutes referred to in subparagraph (d) above;

f) inspect documentation submitted to the Court to establish authenticity thereof;

g) have custody of the seal, the official stamp and all the records and archives of the Court;

h) make arrangements for such provision or verification of translations and interpretations into the Court's official languages as the Court may require;

i) be responsible for the printing and publication of the Court's judgments, advisory opinions and orders, the pleadings and statements, and minutes of public sittings in each case, and of such other documents as the Court may direct to be published;

j) communicate to the government of the country in which the Court is sitting, and any other governments which may be concerned, the necessary information as to the persons from time to time entitled, under the Protocol and any relevant agreements, to privileges, immunities, or facilities;

k) transmit documents to the Members of the Court, States party to the Protocol and to the Chairperson of the African Union Commission as well as other organs of the African Union where required;

l) deal with enquiries concerning the Court and its work;

m) prepare the draft budget of the Court;

n) be responsible for the sound management of all accounts and financial administration in accordance with the applicable financial rules of the African Union and the financial regulations of the Court;

o) assist in maintainin relations between the Court and the departments of the African Union Commission as well as those of the other organs of the African Union;

p) ensure that information concerning the Court and its activities is made accessible to governments, the highest national courts of justice, professional associations, learned societies, faculties and schools of law, and public information media;

3. Educational Qualifications

Candidates must have a minimum of an Advanced University degree (masters or equivalent) in law. A specialization in public international law would be an added advantage.

4. Work Experience

Candidates must have a minimum of **Ten (10) years** relevant professional experience, at national or international level, in judicial or other relevant legal functions with regard to the above defined duties and responsibilities.

5. Other relevant skills:

He/She should have: -

- a. Leadership abilities;
- b. Good knowledge of the African System of human rights;
- c. Strong analytical skills and ability to prepare legal submissions, opinions and motions;
- d. Concentration, accuracy, and working under minimum supervision;
- e. Respect for confidentiality and good public relations;
- f. Capacity to manage a multicultural team;

- g. Excellent interpersonal skills and ability to work under pressure in a multi-cultural environment;
- h. Excellent drafting and argumentative skills in one of the African union working languages;
- i. Good planning, managing and organizational skills;
- j. Computer literacy.

6. Language Requirement

An excellent command of at least one of the AU working languages (Arabic, English, French and Portuguese). Knowledge of any of the other three will be an added advantage.

7. Age Requirement

Candidates must preferably be between **35 and 50** years old.

8. Tenure of Appointment

The Deputy-Registrar will be appointed for a term of five (5) years with a possibility for reappointment.

9. Gender Mainstreaming

The African Court is an equal opportunity employer; qualified women are strongly encouraged to apply.

10. Application

To apply, please submit the following:

- a. A letter stating reasons for seeking employment with the African Court on Human and Peoples' Rights;
- b. A detailed and updated CV, indicating your nationality, age and gender (refer to requirements for candidates wishing to apply for posts in the African Court);
- c. Names and contact details (including email address) of three referees;
- d. Certified copies of degrees and diplomas.

11. Remuneration

Indicative basic salary of **US\$45,551.00 per annum** plus other related entitlements (e.g. post adjustment, housing allowance, education allowance, etc.) in accordance with the Rules and Regulations governing International Civil Servants of the African Union.

12. Applications

Applications should be addressed to:

**African Court on Human and Peoples' Rights
P.O. Box. 6274
Arusha, Tanzania
Tel : + 255 27 20 50 111
Fax : + 255 27 20 50 112
E-mail : registry@african-court.org**

The closing date for submission of application files, initially the 15 November 2009 **has been extended to 28 February 2010.**