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 185 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. OBJECTIVES

Data is essential for Customs administrations to ensure they perform their missions efficiently, formulate strategies, improve the quality of enforcement and revenue collection, optimize the allocation of resources, measure their performance and advise their government. Assistance to Members in the data domain is an essential building block of the Strategy that the WCO Council adopted in June 2022. The WCO will support Members’ transition to becoming data-driven organizations by involving all levels of management within their administrations. The WCO will help Members achieve autonomy in collecting, processing and disseminating their data and analysis through training on data culture and data techniques, collecting and sharing best practices in data and pilot projects.

The Capacity Building Directorate (CBD) is the Directorate of the World Customs Organization with responsibility for the development of Customs Services globally through the implementation of WCO Conventions, guidelines and tools in a variety of areas, including data analytics. The Directorate intends to integrate a Technical Officer to manage the Working Group on Data and Statistics and capacity building in data analytics. Within the CBD, in constant contact with the WCO Directorates and the Research and Policy Unit (RPU), the Technical Officer will be fully mobilized on these issues. They will play a leading role in
conducting reflection and coordination within the Secretariat, with Members, and the working bodies of the Organization.

3. **MAIN ACCOUNTABILITIES**

Under the supervision of the Deputy Director, Capacity Building, the Technical Officer shall be responsible for the following key functions:

- Participate in the implementation of the WCO Data Strategy, ensuring its timely update and promotion to relevant international actors, academia and the private sector, and taking the lead on the WCO Working Group on Data and Statistics, including coordination with the Chairperson of the Working Group, Members, and the other working bodies of the Organization;
- Cooperate and contribute to data analytics projects within the WCO for building capacities of Members;
- Ensure active monitoring of technologies and scientific advances related to data and their potential applications to Customs and trade;
- Assess the analytics maturity of the Members and make recommendations to improve existing practices and drive analytics transformation initiatives;
- Assist Members in developing data analytics strategies and roadmaps and formulating change management strategies;
- Assist Members in developing data governance aspects, including data privacy and data security policies;
- Design and/or assess online and face-to-face courses on Data Analytics and Machine Learning for beginner, intermediate and advanced levels;
- Deliver capacity building assistance in data analytics to Members;
- Collect and disseminate know-how, international best practices and case studies to update the relevant WCO tools;
- Organize and facilitate the meetings of the Working Group on Data and Statistics;
- Organize WCO conferences and other fora on data analytics;
- Contribute to the work of WCO working bodies, including Committees, Sub-Committees and various Working Groups;
- Contribute to the WCO research initiatives in data analytics;
- Carry out other tasks as requested by the Secretariat in connection with data and other research topics treated by the Capacity Building Directorate.

The person appointed will also be required to perform such other duties as may be assigned and may be subject to reassignment within the WCO Secretariat.
4. **LANGUAGES**

- Fluency in at least one of the official languages (English and French)

5. **COMPETENCIES**

   This position requires a balance between domain knowledge and data skills, as well as a capacity to provide assistance, animate and support the institutional reflection in WCO working bodies. The following skills are therefore required:
   - A strong knowledge of Data analytics;
   - Capacity to accompany the work of the Working Group on Data and Statistics, which includes supporting Members in understanding and complying with the WCO processes and timelines;
   - Good knowledge of Customs data, operations and Customs information systems;
   - Excellent writing skills in at least one of the two official languages of the WCO (English or French);
   - A proven ability to work in a team, as well as independently, with minimal supervision;
   - Skills to initiate and maintain partnerships with the relevant stakeholders;
   - A capacity to communicate and share knowledge on different levels, and the ability to explain complicated technical matters to non-specialist audiences.

6. **CONDITIONS**

   - Staff member under WCO contract of 5 years;
   - Probationary period: 6 months;
   - Full-time employment (37 hours and 40 minutes weekly) at the WCO Headquarters in Brussels, Belgium;
   - 30 days of annual paid leave;
   - Monthly base salary starting from 7,768.59 EUR, plus allowances based on eligibility (remuneration exempted from income tax in Belgium); and
   - Compulsory WCO health insurance deducted from the salary (around 68 EUR/month);

   This position is subject to the Staff Manual for Graded officials.

7. **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 in their cover letters as well as include references. The application should include a description of the vision for the position and include two samples or a description of data-related work performed by the applicant.

   Only short-listed candidates will be contacted for an assessment which 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. Pre-selected 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 31 August 2023, including a CV and motivation letter in English or French by e-mail to:

tocbd.vacancy@wcoomd.org

The subject of the candidate’s application message must read as follows:
Application – LAST NAME / FIRST NAME of Candidate

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.

8. 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.

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