



INTERNATIONAL ORGANISATION OF VINE AND WINE

*Intergovernmental Organisation
established by the International Agreement of 3 April 2001*

JOB OFFER

Position: Head of Viticulture Unit	Place: 18, rue d'Aguesseau 75008 PARIS	Commencement of employment: 1 June 2018	Contract term: 3 year fixed term contract
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Job description

Under the supervision of the Director General and working closely with the Scientific Coordinator, be involved in the day-to-day operation of the OIV's scientific activity and in particular, promote the activity of the Viticulture Commission, the Table grapes, raisins and unfermented vine products Sub-Commission and associated expert groups.

More specifically:

- provide secretarial services for the Viticulture Commission, the Table grapes, raisins and unfermented vine products Sub-Commission and associated expert groups, such as:
 - Management and innovation of viticultural techniques,
 - Viticultural environment and climate change,
 - Vine protection,
 - Genetic resources and vine selection,
- assist the Commission and Sub-Commission Presidents and expert groups to schedule and organise work meetings,
- maintain a consistency between the Commission's and Sub-Commission's work and the OIV Strategic Plan by assisting the Presidents,
- working closely with the Scientific Coordinator and with the other OIV Heads of Unit to help monitor inter-commission works,
- organise the compilation and distribution of working documentation,
- support the Commission's and Sub-Commission's activities by collecting and analysing information which could have an impact on the vitivincultural sector,
- ensure that, the information relating to the Commission's and Sub-Commission's activities are updated, distributed and published on the OIV website,
- perform other related duties which may be requested.

Recruitment conditions

- 1 – Classification: **Category II**
OIV Staff Status Regulations (www.oiv.int – About OIV – [Fundamental texts](#));
- 2 – 3-month probationary period;
- 3 - income tax system typical of international organisations (exempt from all tax on salaries);
- 4 – working hours: 39 hour working week;
- 5 – annual leave: 30 working days;
6. social security and health insurance;
7. monthly gross salary between €3,360 and €3,870 (13 monthly instalments) **[annual net tax-free salary** between approx. €34,590 and €39,795] depending on qualifications and experience + specific compensation scheme (bonuses, transport, meal vouchers, family allowances and others).

Selection criteria and qualifications

- 1 - Must be a citizen of one of the Organisation's member countries;
 - 2 - agriculturalist or equivalent or with a university degree in viticulture;
 - 3 - knowledge of the vitivincultural sector;
 - 4 - at least 3 years professional experience;
 - 5 - excellent knowledge of at least 2 of the Organisation's official languages (German, English, Spanish, French and Italian) and knowledge of the other languages;
- ATTENTION**
IF YOU DO NOT SATISFY QUALIFICATIONS 1, 2, 3, 4 AND 5 PLEASE DO NOT APPLY, YOUR APPLICATION WILL NOT BE CONSIDERED.
- 6 - experience of managing projects and coordinating working groups;
 - 7 - ability to use all types of modern computer tools (please specify in your CV);
 - 8 – ability to manage work depending on priorities;
 - 9 – ability to work in a team and maintain good relations within and outside the Organisation.

Deadline for the submission of applications: 23 March 2018

Applications and form should be sent
by letter for the attention of Mr Jean-Marie Aurand and marked "Personal and confidential" on the envelope
or by E-mail to: job@oiv.int

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