



**THE ASEAN SECRETARIAT
INVITES ASEAN NATIONALS TO APPLY
FOR THE FOLLOWING VACANCY**

**SENIOR OFFICER
COMPETITION & CONSUMER PROTECTION**

Background:

The Association of Southeast Asian Nations (ASEAN) was founded in 1967 with the purpose of promoting regional cooperation in Southeast Asia, in the spirit of equality and partnership and thereby contribute towards peace, progress and prosperity in the region. ASEAN comprises ten (10) countries in Southeast Asia. It was proclaimed a Community through the “Kuala Lumpur Declaration on ASEAN 2025: Forging Ahead Together”, signed by the Leaders of ASEAN Member States at the 27th ASEAN Summit in 2015. The ASEAN 2025 calls for the ASEAN Community to forge ahead together, and to work towards building a community that is politically cohesive, economically integrated and socially responsible.

The ASEAN Secretariat was established in 1976 by the Foreign Ministers of ASEAN with the basic function of providing greater efficiency in the coordination of ASEAN organs and for more effective implementation of ASEAN projects and activities. It is also envisioned to be the nerve center of a strong and confident ASEAN Community that is globally respected for acting in full compliance with its Charter and in the best interest of its people.

In line with the ASEAN 2025 and the key aspirations of the three ASEAN Community pillars, namely: Political Security Community, Economic Community and Socio-Cultural Community, supported by the Department of Community and Corporate Affairs, the ASEAN Secretariat is inviting qualified ASEAN Nationals to apply for the position of **Senior Officer Competition & Consumer Protection**.

Duties and Responsibilities:

Reporting to the Assistant Director/Head of Competition, Consumer Protection & IPRs Division (CCPID), the Senior Officer shall be responsible to:

A. Competition

1. To provide technical and other inputs in support of the work of the ASEAN Heads of Competition Authorities (AHCA), ASEAN Experts Group on Competition (AEGC), and ASEAN Competition Enforcers Network (ACEN) – including drafting research-based and other technical papers, and background information papers for AHCA, AEGC and ACEN meetings and other related meetings.
2. To service meetings of AHCA, AEGC and ACEN - including coordinating with ASEAN Member States (AMSs) on substantive matters (e.g., agenda setting, areas of focus, and documentation) and on administrative aspects in convening meetings.
3. To provide, on request from AMSs, policy advice and suggestions on functional areas of responsibilities and on ASEAN Economic Community (AEC) building and post-AEC issues and implications relating to competition policy and law (CPL).
4. To provide technical and administrative support as well as monitoring and evaluation services in the implementation of programs/projects from ASEAN Development Partners (DPs) and donor organizations.
5. To facilitate and support AMSs in negotiations of Free Trade Agreement (FTA), FTA-related meetings and other agreements including in drafting technical and information papers and inputs, and monitoring compliance with agreed obligations, and technical assistance projects.
6. To liaise with AMSs and within the ASEC on CPL-related matters; participating in international meetings; and drafting papers, reports, speeches and inputs for ASEAN Sectoral Bodies and ASEC Management as required.

B. Consumer Protection

1. To provide technical and other inputs in support of the work of the ASEAN Committee on Consumer Protection (ACCP) and ASEAN Consumer Associations Network (ACAN) - including drafting research-based and other technical papers, and background and other information papers for meetings.
2. To service meetings of the ACCP and ACAN -- including coordinating with AMSs on substantive matters (e.g., agenda setting, areas of focus, and documentation) and on administrative aspects in convening meetings.
3. To provide, on request from AMSs, policy advice and suggestions on functional areas of responsibilities and on ASEAN Economic Community (AEC) building and post-AEC issues and implications relating to consumer protection.

4. To provide technical and administrative support as well as monitoring and evaluation services in the implementation of programs/projects from ASEAN DPs and donor organizations.
5. To facilitate and support AMSs in negotiations of Free Trade Agreement (FTA), FTA-related meetings and other agreements including in drafting technical and information papers and inputs, and monitoring compliance with agreed obligations, and technical assistance projects.
6. To liaise with AMSs and within the ASEC on consumer protection matters; participating in international meetings; and drafting papers, reports, speeches and inputs for ASEAN Bodies and ASEC Management as required.

Qualifications and experience:

- Advanced university Degree (Master's or equivalent degree) in Law, Economics or other appropriate specialist discipline, with a minimum three (3) years of experience in a recognised specialised field, preferably with extensive professional, managerial and/or supervisory experience.
- A first-level university degree (Bachelor's degree) in combination with five (5) years of qualifying experience, in lieu of the advanced university degree, may be considered.
- Demonstrated skills in technical drafting, in oral and written communications, in problem solving, and in planning and introduction of policies and processes.
- Demonstrated competencies, especially interpersonal skills, to motivate staff and to work effectively and collaboratively on a multi-tasking basis, under pressure and tight deadlines, with people at all levels of the organisation, and in cross-cultural and international environments.
- Experience in identifying training needs for professional/technical development of staff as well as demonstrated ability to conduct both formal and on the job training, and to foster the career development goals of staff.
- Demonstrated ability to develop and maintain sound working relationships with all stakeholders - especially AMSs, private sector entities, dialogue partners and donor organizations.
- Competency in computer skills with adequate knowledge of Microsoft Office, Outlook and other tools where relevant to the position.
- Excellent command of English, written and spoken.

Remuneration and Benefits:

The successful candidate will be offered a basic salary of **USD 3,893** and attractive remuneration package including housing, outpatient medical reimbursement, hospitalization & life insurance, children's education and gratuity. Subject to good performance during the probation, the candidate will be offered a fixed term contract of three (3) years, inclusive of the six-month probationary period.

How to apply:

Please visit **ASEC Recruitment Management Portal** at <https://asean.org/jobs-at-asec/> to apply for the job. Closing date for application **no later than 20 October 2023**.
