



JOB DESCRIPTION

The International Bureau of Legal Metrology is seeking to recruit a specialist for a 4-year term contract starting on 1st January 2005.

Job description

This specialist will be in charge of the organization and follow-up of the implementation of the Mutual Acceptance Agreement (MAA) approved at the 38th CIML Meeting in Kyoto, 2003.

This will consist in:

- Holding the Secretariat of the Committees on Participation Review (CPR) of at least the first two Declarations of Mutual Confidence (DoMCs); this consists in organizing meetings of the CPR and writing the minutes;
- Organizing peer reviews in these DoMCs when required;
- Circulating information, collecting and analysing comments received;
- Maintaining links between these CPRs and the appropriate OIML TCs/SCs;
- Investigating complaints and disagreements within the CPRs, and proposing solutions;
- Assisting the Secretariats of the CPRs, if other than the BIML, with further DoMCs;
- Coordinating and harmonizing the implementation of the MAA by the various CPRs;
- Reporting to the appropriate OIML structures (TCs/SCs, CIML President, CIML); and
- Organizing information for manufacturers of measuring instruments concerning the operation and progress of the MAA implementation.

After the initial MAA implementation period, these tasks will decrease and others will be added.

Profile

The applicant must have a solid experience in:

- Type approval and technical type approval supervision and management;
- Direct cooperation and coordination with other countries' legal metrology bodies, including resolving differences in the interpretation of requirements;
- Laboratory assessment and accreditation (ISO 17025 and others); and
- International work, in particular OIML technical work.

Good diplomatic skills will also be a key condition for the successful candidate, and since English will be the working language, an excellent standard of both spoken and written English is required. This includes an extensive knowledge of legal metrology vocabulary and the ability to converse in English on technical subjects.

The candidate recruited will also be required to travel internationally and will be requested to take up residence within a reasonable commuting distance from Central Paris.

Remuneration package

Removal expenses will be reimbursed according to Article XVII-1 of the BIML Staff Regulations, up to a maximum amount to be decided by mutual agreement.

The specialist will initially be positioned on the BIML salary scales in the "Engineer" category, according to his/her experience, at a salary level between index 317 (approx. net annual salary 48 000 €) and 460 (approx. net annual salary 59 000 €).

BIML Staff also receive an annual bonus, predominantly performance-based.

The BIML Staff Regulations may be downloaded from the OIML web site (www.oiml.org).

Candidacies

Candidates should send their application, including a detailed typed CV in English, before 30th June 2004 by mail, e-mail or fax to:

Bureau International de Métrologie Légale
11, rue Turgot
F-75009 Paris, France
E-mail: recruit@oiml.org
Fax: +33 1 42 82 17 27

Additional information

Information on the MAA may also be found on the OIML web site, together with details of the OIML structures, composition and functioning. Candidates should familiarize themselves with this information prior to applying for the position.