

**Thirty-first Regional Course on Key Issues on the International Economic Agenda
University of Mauritius, 9–27 February 2015**

APPLICATION GUIDELINES

Applicant profile

The course is aimed mainly at mid-level government officials dealing with international economic issues, including the formulation and implementation of policies in one or more fields covered in the attached course syllabus.

To be considered for nomination, candidates should meet the following requirements:

- Have an advanced degree in economics, business, international relations, trade law or public administration. A first degree with proven relevant work experience may also be accepted if places on the course are available.
- Have between 4 and 10 years of relevant professional experience in a national public administration, an international or regional development organization, a research institute or a university dealing with the above-mentioned areas in the course syllabus.
- Be in a position to use and disseminate the information and knowledge acquired during the course. In this context, it is highly desirable that participants remain in relevant positions for a sufficient length of time after completion of the course so that the skills and knowledge gained can be disseminated as widely as possible at their workplace.
- Have a full working knowledge of English, the official language of the course, with proven written and verbal communication skills.

Instructions for submitting applications online

Candidates will be contacted to complete an online application. Applications must be submitted in English and must include the following four documents:

- Application form
- Detailed curriculum vitae
- Letter of motivation stating:
 - How the applicant in the discharge of his or her professional duties contributes to policy design and implementation in the areas of trade, investment or finance
 - How the course will contribute to enhancing his or her professional and personal development
 - Why the applicant feels he or she should be chosen to attend this course
- Short paper answering question 1 and one of the other two questions in the course syllabus relevant to his or her national context (not more than 250 words per question).

Nominations

- Nominations should be submitted to UNCTAD through the permanent mission accredited to the United Nations Office at Geneva and contain the candidates' names and e-mail addresses.
 - Nominations should be addressed to:
 - Mr. Mohan Panicker, Project Coordinator
 - Knowledge Development Branch
 - Division on Technology and Logistics, UNCTAD
 - Palais des Nations
 - CH-1211 Geneva 10
 - Fax: 41 22 917 0050
 - E-mail: mohan.panicker@unctad.org.
 - Names and e-mail addresses must reach the UNCTAD secretariat by 7 November 2014.
 - Nominated candidates will be contacted to complete an online application that must be completed by 7 November 2014. It is therefore advisable that names and e-mail addresses be communicated as soon as possible.
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