



INTERNATIONAL ORGANISATION OF VINE AND WINE
Intergovernmental Organisation
established by the International Agreement of 3 April 2001

EMPLOYMENT OPPORTUNITY

Position:

Manager
of the vitivinicultural
database

Place:

18, Rue
d'Aguesseau
75008 PARIS

Commencement of employment:

1 October 2017

Contract term:

3-year fixed-term, full-time contract

The environment

The OIV is an intergovernmental organisation that establishes scientific and technical standards at a global level in the vitivinicultural sector.

It also ensures the collection, processing and dissemination of statistical and technical information – in particular through the statistical database – on vine varieties, geographical indications and international training.

The context

The existing databases are currently processed autonomously in Excel and Access and are partially accessible and static on the OIV website.

The objective is to have a permanent database that, in a second phase, can be used (for searches, status reports, graphs, etc.) both internally and on the OIV website through fun and configurable visual extractions.

Main responsibilities

Under the supervision of the Director General,

1. the designing of a unique database in SQL Server, its implementation and the integration of existing data;
2. data collection;
3. managing the use of the data;
4. carrying out statistical analysis;
5. any other associated duties and secretarial work they might be assigned.

Recruitment conditions

- 1 – Classification: **category III**
OIV Staff Status Regulations (www.oiv.int – 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 week;
- 5 – annual leave: 30 working days;
- 6 – social security and healthcare insurance;
- 7 – monthly gross salary between €2523 and €3013 (13 monthly instalments) [**annual net tax-free salary** between approx. €25 500 and €30 600] depending on qualifications and experience + specific compensation scheme (bonuses, transport, meal vouchers, family allowances and others).

Requirements

- 1 – **Post-secondary-school level with (bachelor's or master's) degree in science and specialisation or in-depth knowledge of IT and statistics: at least three years of experience;**
- 2 – **mastery of specialised IT tools (Excel, Access, SQL, HTML, PHP, etc.);**
- 3 – **very good written and spoken knowledge of two of the Organisation's official languages: French, German, English, Spanish and Italian;**
- 4 – to be a national of an OIV [Member State](#);
- 5 - ability to summarise and good analytical and writing abilities for the preparation of reports, particularly situational analyses;
- 6 – knowledge of the vitivinicultural sector and competences in sectoral statistics would be an advantage;
- 7 – ability to manage work according to priorities;
- 8 – ability to work in a team and maintain good relations inside and outside the Organisation.

PLEASE NOTE

**IF YOU DO NOT SATISFY REQUIREMENTS 1, 2, 3 AND 4 PLEASE DO NOT APPLY:
YOUR APPLICATION WILL NOT BE CONSIDERED.**

Deadline for the submission of applications: **31 August 2017**

Candidates should send a CV's application form + a cover letter
by post FAO Mr Jean-Marie Aurand, marking the envelope 'Personal and confidential'
or by email to: job@oiv.int

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