



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

**EXECUTIVE DIRECTOR
REGIONAL COMPREHENSIVE ECONOMIC PARTNERSHIP (RCEP) SUPPORT UNIT**

Background:

The Regional Comprehensive Economic Partnership (RCEP) Agreement was signed on 15 November 2020, and subsequently entered into force on 1 January 2022. The RCEP Agreement is an agreement to broaden and deepen ASEAN's engagement with Australia, China, Japan, Korea and New Zealand. The objective of the RCEP Agreement is to establish a modern, comprehensive, high-quality, and mutually beneficial economic partnership that will facilitate the expansion of regional trade and investment and contribute to global economic growth and development. Accordingly, it will bring about market and employment opportunities to businesses and people in the region. The RCEP Agreement will work alongside and support an open, inclusive, and rules-based multilateral trading system.

Paragraph 1(i) in Article 18.3 (Functions of the RCEP Joint Committee) of the RCEP Agreement provides that the functions of the RCEP Joint Committee (RJC) will include establishing and thereafter supervising an RCEP Secretariat, on terms and conditions to be decided by the Parties, to provide secretariat and technical support to the RJC and its subsidiary bodies.

On 21 August 2023 in Semarang, Indonesia, the 2nd RCEP Ministers' Meeting endorsed the Terms of Reference of the RCEP Support Unit (RSU) and the Funding Arrangement of the RSU. Officials were tasked to ensure that the RSU will start its operation in 2024. In this regard, the ASEAN Secretariat is inviting qualified ASEAN Nationals to apply for the position of **Executive Director of the RCEP Support Unit (RSU)**.

Duties and Responsibilities:

- Oversee the programming, design, implementation, monitoring, and review of the RSU's resources;
- Prepare an annual report on the implementation of the RSU Work Plan, including the utilisation of the budget, as well as the proposed work programme and budget for the following year;
- Prepare an annual report on the work of the RJC and its subsidiary bodies, including status and progress of implementation of the RCEP Agreement;
- Develop public communication tasks, under the decision and guidance of the RJC;
- Manage and maintain an up-to-date database of economic cooperation projects, including sharing of status updates to all RCEP Parties;
- Monitor and communicate information on cooperation projects to all RCEP Parties in an open and transparent manner;
- Provide advice and technical assistance to all RCEP Parties, as appropriate, on RCEP implementation-related and the RSU's operation-related issues, while noting the support extended by the ASEAN Secretariat to the RSU;
- Supervise and evaluate the performance of RSU staff periodically; and
- Perform other relevant tasks as directed by the RJC.

Qualifications and experience:

- a. The age limit for applicants will be not more than 57 years old;
- b. Advanced university degree (Master's or equivalent degree) with academic qualifications in economics, international trade or law, international development or public policy with extensive knowledge of the World Trade Organization (WTO), international trade, and market access.
- c. Must possess strong leadership qualities, extensive public sector experience (in government and/or semi-government organisations), senior management experience, and organisational development experience, proven public communication skills, high political acumen, and multilateral work experience, preferably in trade or economic related areas.

- d. Adequate knowledge and experience in regional economic and trade architecture, including:
 - i. capacity building;
 - ii. FTA (Free Trade Agreement) negotiations; and
 - iii. international or regional secretariat bodies.

Remuneration and Benefits:

Successful candidate will be offered a basic salary of **USD 7,961** 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 two (2) years, inclusive of the six-month probationary period.

How to apply:

Send your application to asean.hr@asean.org highlighting your suitability and potential contribution to the position together with a **detailed CV, certified true copies of educational certificates and transcript for Bachelor and Master degree, including PhD (if any), and complete ASEC Employment Application Form** attached with recent photograph. Applications sent without ALL the documents mentioned above will **NOT** be considered. Complete application must be submitted **no later than 30 April 2024**.

Please indicate on the subject heading: Executive Director, RSU
