

TO: Ms. Shea Gopaul
A: Executive Officer
OCHA

DATE: 17 June 2008

THROUGH:

S/C DE:

FROM: Catherine Pollard

DE: Assistant Secretary-General
Office of Human Resources Management

SUBJECT: **2008 Competitive Examination for Recruitment to the Professional
Category of Staff Members from Other Categories (G to P
Examination) - Identification of Posts**

1. As per ST/AI/2003/7 of 30 October 2003, ST/AI/2005/9 of 26 July 2005 and ST/IC/2007/46 of 12 November 2007, the 2008 competitive examination for recruitment to the Professional Category of staff members from other categories (G to P examination) was administered in the following occupational groups: Finance, Information Technology, Political Affairs, Public Information, Social Affairs and Statistics.
2. The marking of the written component of the examination is expected to be completed by the end of July. Prior to the oral examination, tentatively scheduled for mid-August 2008, candidates convoked for that part of the examination must receive a list from OHRM, approved by the Central Examination Board (CEB), of all the posts available in the relevant occupational groups for successful candidates in the G to P examination.
3. The total number of posts to be selected for this purpose will be up to 10 per cent of the number of staff, other than language staff, that were recruited during 2007 at the Junior Professional level (P-1/P-2) after passing a competitive examination. Accordingly, you are kindly requested to submit, **no later than 30 June 2008, a list, along with the classified job descriptions**, of all available P-2 posts in your department/office in the occupational groups indicated above. This list should include all posts that are currently vacant or occupied by staff members with appointments of less than one year or whose appointments were not approved by the Appointment and Promotion bodies; or which will become vacant between now and December 2008.
4. All the submitted posts will be frozen and therefore no further action can be taken to continue a possible recruitment by other means until OHRM authorizes their release at the end of the exercise. You will receive confirmation of the posts to be frozen as soon as the CEB has selected and approved the posts to be included in the G to P exercise. In addition, please note that job descriptions for the selected posts cannot be revised during

this exercise. Should you not be able to provide a classified job description for a given vacant post, you may indicate the post title, post number, division, duty station and any other relevant information and we will use the corresponding generic job profile.

5. We will bring your comments, if any, to the attention of the CEB for consideration when it identifies the posts to be offered to successful candidates.
6. Pursuant to Section III of General Assembly resolution 59/266 and as reflected in ST/AI/2005/9 of 26 July 2005, once all successful candidates have accepted their posts under the 10 per cent limit approved by the General Assembly, the list of unplaced successful candidates will be circulated to all departments by OHRM. In accordance with the General Assembly resolution, up to 7 candidates may be appointed against vacant professional posts not subject to geographical distribution, other than language posts, that occur throughout the year.
7. In accordance with the resolution, up to 3 successful G to P candidates can also be placed in duty stations with chronically high vacancy rates when no successful candidates from the National Competitive Examinations are available. OHRM will work with offices concerned to identify such vacancies.
8. Thank you for your cooperation.

cc. Ms. S. Haji-Ahmed