

**Embassy of the United States of America  
Bamako, Mali  
Management Notice**

**MANAGEMENT NO.:** S14-029

**DATE:** April 2, 2014

**SUBJECT:** ANNOUNCEMENT NUMBER: 14-014

**OPEN TO:** All Interested Candidates

**POSITION:** Economic/Commercial Specialist  
FSN-11, FP-04  
FSN-10, FP-5 trainee level may be established

**OPENING DATE:** April 2, 2014

**CLOSING DATE:** April 16, 2014

**WORK HOURS:** Full-time; 40 hours/week

**SALARY:** \*Ordinarily Resident: 11,041,502/9,461,487 CFA per year  
FSN-11/10

\*Not-Ordinarily Resident: US\$62,378/50,544 FP-4/5 per year

**ALL ORDINARILY RESIDENT APPLICANTS MUST HAVE THE REQUIRED WORK AND/OR RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.**

The U.S. Embassy in Bamako is seeking an individual for the position of Economic/Commercial Specialist in the Embassy Political/Economic section.

**BASIC FUNCTION OF POSITION**

The incumbent will gather information on economic and political trends, perform analysis reporting, and represent U.S. commercial interests in Mali. The Economic/Commercial Specialist will develop and maintain a broad network of contacts in the Malian government, private sector, and civil society.

**A copy of the complete position description listing all duties and responsibilities is available in the Human Resources Office.**

## **QUALIFICATIONS REQUIRED**

All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.

- Masters in Economics, Business Administration, International Relations, Public Policy, Public Administration, Political Science, Social Science, Sociology, Finance or Law.
- A minimum of four years of progressively responsible experience in economic research, statistical analysis, international trade and marketing, government, education or newspaper reporting.
- French Language level IV and English Language level III (English will be tested).
- Thorough knowledge of the host country's political, economic, social structure, economic and political relationships of key decision makers in Malian society and government. The incumbent must be familiar with the national priorities of the host country and familiar with existing economic and political processes and mechanisms to affect change.
- Basic computer skills (Windows and Excel)

## **SELECTION PROCESS:**

When fully qualified, U.S. Citizens Eligible Family Members (USEFMs) and U.S Veterans are given preference. Therefore, it is essential that the candidate specifically address the required qualifications above in the application.

## **SELECTION CRITERIA**

1. Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.
3. Current Ordinarily Resident employees with an Overall Summary Rating of Needs Improvement or Unsatisfactory on their most recent Employee Performance Report are not eligible to apply.
4. Currently employed NORs hired under a Personal Services Agreement (PSA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment unless currently hired into a position with a When Actually Employed (WAE) work schedule.

## **TO APPLY**

**INTERESTED APPLICANTS FOR THIS POSITION MUST SUBMIT THE FOLLOWING OR THE APPLICATION WILL NOT BE CONSIDERED (AUCUN DOSSIER NE SERA ACCEPTE SANS LE FORMULAIRE DS174 REMPLI, LE CV AINSI QUE LES COPIES DE DIPLOMES, CERTIFICATS, ATTESTATIONS ET PERMIS):**

1. Application for U.S. Federal Employment (DS-174) available on <http://mali.usembassy.gov/job-opportunities.html>; Applicant must specify on the third page of the Employment Forms (DS-174) part 24, their English knowledge level, **PLUS**;
2. A Current resume or curriculum vitae, **PLUS**;
3. Any other documentation (e.g., driver's license, copies of essays, certificates, awards, degrees earned) that addresses the qualification requirements of the position as listed above.
4. Candidates who claim U.S. Veterans preference must provide a copy of their Form DD-214 with their application. Candidates who claim conditional U.S. Veterans preference must submit documentation confirming eligibility for a conditional preference in hiring with their application.

## **SUBMIT APPLICATION TO**

[HROBamako@state.gov](mailto:HROBamako@state.gov)

[Subject: Economic/Commercial Specialist](#)

## **POINT OF CONTACT**

HRO: 2070- 2314/2316/2511 FAX: (223) 2070-2348

**CLOSING DATE FOR THIS POSITION: APRIL 16, 2014**

The U.S. Mission in Bamako, Mali, provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation. The Department of State also strives to achieve equal employment opportunity in all personnel operations through continuing diversity enhancement programs.

The EEO complaint procedure is not available to individuals who believe they have been denied equal opportunity based upon marital status or political affiliation. Individuals with such complaints should avail themselves of the appropriate grievance procedures, remedies for prohibited personnel practices, and/or courts for relief.

## *Appendix A: Definitions*

1. Non-Ordinarily Resident (NOR) – An individual who:

- Is not a citizen of the host country; and,
- Does not ordinarily reside (*OR*, see below) in the host country; and,
- Is not subject to host country employment and tax laws; and,
- Has a U.S. Social Security Number (SSN).

NOR employees are compensated under a GS or FS salary schedule, not under the LCP.

2. Ordinarily Resident (OR) – A Foreign National or U.S. citizen who:

- Is locally resident; and,
- Has legal, permanent resident status within the host country; and,
- Is subject to host country employment and tax laws.

All OR employees, including U.S. citizens, are compensated in accordance with the Local Compensation Plan (LCP).