

U.S. MISSION, PAKISTAN - EMBASSY, ISLAMABAD

VACANCY ANNOUNCEMENT NUMBER: 11-116

OPEN TO: All Interested Candidates
POSITION: **Political Specialist**, FSN-10; FP-5*
POSITION NO: I-10084
WORK HOURS: Full-time; 40 hours/week
SALARY: *Not-Ordinarily Resident: US\$56,323 p.a. (Starting salary)
(Position Grade: FP-5 to be confirmed by Washington)
*Ordinarily Resident: Rs.1, 971,957 p.a. (Starting salary)
(Position Grade FSN-10)

OPENING DATE: July 22, 2011
CLOSING DATE: August 4, 2011

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

The U.S. Embassy in Islamabad is seeking an individual for the position of Political Specialist in the Political Section.

BASIC FUNCTION OF POSITION

The incumbent is a recognized expert on Pakistani politics. Provides all elements of the Mission (AMB, DCM, POL, ECON, MGMT, and others) with frequent advice and analysis on sensitive and important matters related to U.S.-Pakistani relations and internal political developments. Helps to explain to high-level individuals inside and outside the Government of Pakistan the U.S. position on various important issues. Incumbent facilitates contacts for the Ambassador and other Embassy officers with important Pakistanis, including Federal Ministers. Develops and maintains key contacts. Performs other related duties as assigned by the supervisor.

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

QUALIFICATIONS REQUIRED

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

- 1. EDUCATION:** Completion of a master's degree in political science, regional or area studies, history, journalism, economics or liberal arts is required (sixteen years of education).
- 2. EXPERIENCE:** Five years experience in government/civil society politics, political research and analysis, political affairs reporting, journalism or teaching at the university level is required.
- 3. LANGUAGE:** Level IV (Fluent) Speaking/Reading/Writing English and Urdu are required. This may be tested.
- 4. KNOWLEDGE:** Incumbent must have good knowledge of Pakistan's political, economic, and social structure, political parties, military, labor organizations, religious organizations, and student politics, as well as an intimate knowledge of important political leaders. An understanding of U.S. foreign policy vis-a-vis Pakistan and the region is required.
- 5. ABILITIES & SKILLS:** Strong interpersonal skills that will enable the incumbent to develop and maintain important Embassy contacts are required. A strong psychological constitution to deal with the pressures resulting from dealing with sensitive domestic, foreign-policy, and security-related issues in a potentially hostile local environment is required. Must have Strong computer skills, including advanced abilities in Microsoft Office with good typing speed. This may be tested.

SELECTION PROCESS:

When equally qualified, U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

ADDITIONAL 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 employees with an Overall Summary Rating of Needs Improvement or Unsatisfactory on their most recent Employee Performance Report are not eligible to apply.
4. Applicants for the position must meet the **required** qualifications as advertised in the vacancy announcement. Trainee level(s) may be established below the full performance grade level listed if not fully qualified.
5. Current employees who have voluntarily reassigned/promoted from one position to another are not eligible to apply for **six months** from the effective date of the reassignment/promotion.
6. Current employees who have received any job-related training are not eligible to apply in another section/agency for **six months** from the effective date of the training.
7. Candidates need to indicate on the Application for Employment if any family member is working in the U.S. Mission, Pakistan and, if so, in which section.
8. U. S. Mission Pakistan will not bear any travel expenses for testing, interviews, pre-employments clearances (if selected) or relocating for joining.

TO APPLY:

Interested applicants must submit their duly-filled/completed [DS-174](#) (Application for Employment as LE Staff). Applications will be accepted by e-mail submission only at HROIslamabad@state.gov, the Vacancy Announcement Number (e.g. 11-50) must be mentioned in the subject line.

Please don't attach any documents to your application. Incomplete and submissions after closing date will not be considered. Only short-listed candidates will be contacted for their test/interview. To see all advertised positions, please visit the Embassy Web site http://islamabad.usembassy.gov/employment_opportunities.html. Only short-listed candidates will be contacted for their test/interview.

DEFINITIONS:

1. Ordinarily Resident (OR): A citizen of the host country or a citizen of another country who has the required work and/or residency permit for employment in country.
2. Not-Ordinarily Resident (NOR): Typically NORs are U.S. citizen EFM's (Eligible Family Members) and family members of United States Government personnel who are on the travel orders and under Chief of Mission authority, or other personnel having diplomatic privileges and immunities.

CLOSING DATE FOR THIS POSITION: August 4, 2011

U. S. Mission, Pakistan is an equal opportunity employer. All applicants will receive consideration without regard to race, color, religion, gender, national origin, disability, age, sexual orientation, social status, or political ideologies/affiliation.