**Job Announcement: Open Positions for Research Fellows**

**The APEC Climate Center** ([www.apcc21.org](http://www.apcc21.org)) was established with the endorsement of APEC Senior Officials in 2005. Its mandate is to provide climate information services to the 21 APEC member economies in order to promote human security and protect life and property from the hazards associated with extreme climate events. Since its establishment, APCC has steadily gained momentum in becoming a leading provider of various climate forecast products and capacity building programs in the region. Currently, APCC is expanding its areas of research and services to cater to wider socio-economic needs and interests.

The APEC Climate Center (APCC), located in Busan, Korea, is looking for motivated researchers for the positions described below:

**Job Posting**

**International Project Development and Implementation**

**Duties and Responsibilities**

a. Collaborate with international partners, organizations, and national institutes

* Conduct research on international partners, organizations, and national institutes, as well as their activities and other relevant information
* Conduct research to identify international projects implemented by other national institutes, as well as their business profiles

 b. Develop and implement international and national climate projects

* Develop new international projects and mobilize funding for these projects and APCC activities
* Identify international cooperation policies or trends in the climate fields and develop corresponding interdisciplinary research project opportunities in various fields (water, agriculture, etc.)
* Implement international and national climate projects on agriculture, water, and other issues

**DESIRED QUALIFICATIONS**

* Applicants should have a Ph.D. in relevant fields
* Bilingual (Korean, English)
* At least 2 years of experience in a relevant field is preferred
* Experience in international organization, cooperation, and project development is preferred

**BENEFITS**

Benefits include the partial coverage of health and other insurance (in accordance with Korean law), support for relocation to Busan, severance pay, performance-based incentives, and more.

**TO APPLY**

Submit the following documents to recruit\_doc@apcc21.org by **24:00 KST, 6 June 2017.**

1. **APCC application form** (Attachment 1)
2. **Cover Letter**
3. **Curriculum Vitae**
4. **Copy of degree certificates (from bachelors to doctoral degree)**
5. **Copy of transcripts (from bachelors to doctoral degree)**
6. **Three letters of recommendation** – The letters of recommendation should be signed and dated letters that outline your suitability for the position and **must be sent directly by your referees** via email to recruit\_doc@apcc21.org . A list of references will not be accepted.
7. **Agreement to collect and use personal information** (Attachment 2)

For more information, please contact recruit\_doc@apcc21.org.

**[Attachment 1] Application Form**

**[Attachment 2] Agreement to Collect and Use Personal Information**

**[Attachment 1] Application Form**

|  |  |  |
| --- | --- | --- |
| APCC CI 2 | **APEC Climate Center (APCC)****APPLICATION FORM** |  |
| 1. Family name | Given name  | Middle name | Maiden name (if applicable) |
|  |  |  |  |
| 2. Present address and contact information (complete address, country; telephone and fax numbers; E-mail address) |
| 3. Place of birth | Date of birth | Citizenship at birth | Present citizenship |
| 4. Sex (check one) | Male □ Female □ |
| 5. Knowledge of languages. Indicate your native language : |
| Other languages | Reading and understanding | Writing | Speaking |
| Excellent | Good | Fair | Excellent | Good | Fair | Excellent | Good | Fair |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| 6. Scientific computing skills |
|  |
| 7. Appointment is subject to satisfactory medical examination. Have you any disabilities which might limit your work?(Medical certificate should be submitted upon request.) | Yes □ No □ Explain: |
| 8. EDUCATION |
| Name and place | Years attended | Degrees and Academic distinctions | Main subjects |
| From | To |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| 9. EMPLOYMENT RECORD |
| Present or most recent work | Description of your work |
| From | To | Salaries per annum(KRW or USD) |  |
| (mm/yr) | (mm/yr) | Starting | Most recent |
| Exact title of your post : |
| Name and address of employer |
|  |
| Name of supervisor : |
| From | To | Salaries per annum(KRW or USD) | Description of your work |
| (mm/yr) | (mm/yr) | Starting | Final |  |
| Exact title of your post : |
| Name and address of employer |
|  |
| Name of supervisor : |
| From | To | Salaries per annum(KRW or USD) | Description of your work |
| (mm/yr) | (mm/yr) | Starting | Final |  |
| Exact title of your post : |
| Name and address of employer |
|  |
| Name of supervisor : |

|  |
| --- |
| 10. Have you ever been arrested, indicted or summoned into court as a defendant in a criminal proceeding, or convicted, fined or imprisoned for the violation of any law (excluding minor traffic violations)? Yes □ No □If answer is “Yes,” give full particulars of each case in an attached statement. |
| 11. References: List three persons who are familiar with your character and qualifications. |
| Full name | Full address including telephone number and E-mail address |
| 1) |  |
| 2) |  |
| 3) |  |
| 12. Expected salary per annum(KRW or USD) |  |
| 13. You are applying for  | □ International Project Development and Implementation |
| 14. In the event of being selected, how much notice would you need before taking up an appointment? |  |
| 15. State any other facts which, in your opinion, might help in evaluating your application (e.g. activities of an international character, significant publications (please attach), etc.) |
| 16. You are required to supply documentary evidence that supports the above statement. |
| 17. I certify that the statements made by me in answer to the forgoing questions are true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentations or material omissions made on the APPLICATION FORM or any other document requested by APCC render a staff member of APCC liable to dismissal.Date Signature  |

**[Attachment 2] Agreement to Collect and Use Personal Information**

<Agreement to Collect and Use Personal Information>

|  |
| --- |
| APEC Climate Center (APCC) is required to obtain the applicant’s consent to collect and use personal information as follows:1. Purpose of collection and use of personal information
* For the progression and management of the employment process, personal identification, verification and validation of career experiences and qualification, employment decision, etc.
1. Personal information to be disclosed
* Name, nationality, sex, date of birth, current address, contact information, academic background & records, career experiences, research achievements, qualifications/licenses/award records, e-mail address, etc.
1. Period of use and retention of personal information
* During the employment period
1. Refusal right and disadvantages of refusal
* The applicant has the right to refuse the collection and use of personal information. However, failure to release key personal information may disqualify the applicant from consideration for the position.
* Collected information will not be used for anything other than the described purpose.
 |
| Do you agree to collect and use the personal information? I Agree ( ) I Do not Agree ( ) |
|  Applicant Name Date Signature  |