



SECRETARIAT OF THE PACIFIC REGIONAL ENVIRONMENT
PROGRAMME
RECRUITMENT & SELECTION
APPLICATION FORM

THIS APPLICATION IS FOR THE FOLLOWING POSITION:

Climate Prediction Services Coordinator (CLIPSCo)

1. PERSONAL DETAILS			
NAME			
DATE OF BIRTH		SEX	
NATIONALITY			
FAMILY STATUS (DEPENDENTS)			
POSTAL ADDRESS		E-MAIL ADDRESS	
TELEPHONE WORK		MOBILE NUMBER	
TELEPHONE HOME		FAX NUMBER	
LANGUAGES			
HOBBIES			
COMMUNITY INVOLVEMENT			
2. ACADEMIC BACKGROUND (Most recent ones first)			
Dates	Institution/Country	Qualification Attained	
3. OTHER PROFESSIONAL DEVELOPMENT/WORKSHOPS/CONFERENCES ATTENDED (State only those that are relevant to this position)			
Dates	Institution/Country	Programme Title/Theme	
4. WORK EXPERIENCE WITH REMUNERATION (Most recent employment first)			
Dates	Employer	Position (briefly list core functions)	

5. PROFESSIONAL AFFILIATIONS/AWARDS

Dates	Organisation	Member/Award Status

6. PROFESSIONAL REFEREES (List at least 3)

Name	Position	Organisation & Contact Details

7. STATE HOW YOU MEET EACH SELECTION CRITERIA

CRITERIA 1

Minimum qualifications of a Bachelor degree in Atmospheric Sciences, Meteorology, Climatology or relevant field. Post Graduate degree or higher in same fields will be an advantage

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CRITERIA 2

At least 7 years experience in meteorology and climatology or relevant field, preferably within the Pacific islands region, with demonstrated knowledge of the importance and implementation of climate prediction Services principles as they apply to the Pacific region

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CRITERIA 3

Demonstrated knowledge and understanding of accepted and emerging environmental issues and challenges, particularly on meteorology and climatology issues relevant to the Pacific islands region

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CRITERIA 4
Demonstrated experience in programme and project management and monitoring and evaluation including multi-project coordination and skills in project financial management, proposal and report writing, resource mobilisation preferably in climate related projects in Pacific Island countries.

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CRITERIA 5
Demonstrated experience in working within a multi-disciplinary and multi-cultural team environment with a demonstrated ability to motivate teams and establish and implement workplan objectives including excellent coordination, advisory, communication and facilitation skills.

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CRITERIA 6
Excellent written and verbal communication skills including high level of presentation and inter-personal skills with sound experience in establishing and maintaining effective relationships with a diverse group of people

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CRITERIA 7
Good knowledge of dynamical climate modelling and applications and an understanding of database principles with strong PC based computer skills, preferably with Microsoft programmes.

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8. GENERAL INFORMATION

Computer Literacy (list programmes and level of competency)	
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Declaration of close relations to any individual who is currently employed at SPREP. Please list name/s and nature of relationship.	
Discipline Record (list past employment disciplinary cases or criminal convictions, if any)	
Details of any Medical History	
Possible start date if successful	
9. ANY OTHER ADDITIONAL INFORMATION APPLICANT WISHES TO SUBMIT	
10. HOW DID YOU LEARN ABOUT THIS POSITION?	
11. CERTIFICATION & AUTHORISATION: All information submitted herewith is true and correct. SPREP has the authority to seek verification of any information provided.	
Signature	Date

The following documents must be attached to this Application Form:

- Curriculum Vitae

Applicants may attach copies of available Referee reports and other information they wish to provide to support their application.