



# CALL FOR APPLICATIONS

Job Title: **Community Legal Advisor**

Reference: **N° 002/CEEAC/COM/CJ/2025**

Application deadline: **30 JUN 2025**

Duty Station: **Libreville, Gabon**

Type of contract: **A five (5) year non-renewable term**

JOB SITUATION	
<b>Department</b>	Office of the Legal Counsel
<b>Attached structure</b>	Commission
<b>Functional Relationships</b>	<p>Internally:</p> <ul style="list-style-type: none"> <li>- Office of the President of the Commission;</li> <li>- Commission Departments;</li> <li>- Organs and Institutions of the Community;</li> <li>- General Secretariat of the Commission;</li> <li>- Other related structures</li> </ul> <p>Externally:</p> <ul style="list-style-type: none"> <li>- Member States of the Community;</li> <li>- Community courts and jurisdictions;</li> <li>- International Courts and Tribunals, Bar Associations;</li> <li>- Universities and legal study centres.</li> </ul>
MISSIONS OF THE POSITION	
<ul style="list-style-type: none"> <li>- To advise on matters of interest to the Community;</li> <li>- To ensure compliance with legal and regulatory rules for the acts of the organs, institutions and mechanisms of the Community;</li> <li>- To ensure the development of Community law.</li> </ul>	
MAIN RESPONSIBILITIES	
<p><b>At the operational level:</b></p> <ul style="list-style-type: none"> <li>- To provide advice and legal advice on matters of concern to ECCAS;</li> <li>- Carry out legal monitoring on issues related to the attributions of the organs, institutions and mechanisms of the Community;</li> <li>- To defend the interests of the Community in court;</li> <li>- To ensure compliance with the legal regularity of the Commission's commitments;</li> <li>- Investigate administrative and contentious appeals, in conjunction with the Committees and Commissions concerned;</li> <li>- Monitor the progressive development of international law;</li> <li>- To ensure the conservation, classification and dissemination of texts of a Commission nature;</li> <li>- To ensure the legal security of the Community's assets;</li> <li>- To ensure compliance with the legal regularity of the Commission's commitments;</li> </ul>	





- Ensure the codification and compliance of national laws and regulations with Community regulations;
- To validate and disseminate the procedures for the ratification of international conventions and treaties, as well as other procedures for which the Community expresses its consent;
- To negotiate and finalize bilateral and multilateral Conventions and Treaties;
- Execution of international letters rogatory;
- Ensure the exercise of the depositary;
- To provide a legal framework for relations between the Commission and the other organs, institutions and mechanisms of the Community.

### At the managerial level

- Define the objectives of the structures under his/her responsibility in relation to the defined strategy, coordinate activities and monitor results;
- Establish, propose and monitor the implementation of the budget of his/her Directorate;
- Ensure the proper organization of his/her Directorate and adapt human and material resources to the objectives to be achieved;
- Assist its employees in their functions and guide their actions;
- Guarantee the production of activity reports from his or her management to his or her superiors;
- Periodically evaluate staff and propose developments and/or training to be undertaken;
- Ensure good communication within your structure.

### REQUIRED PROFILE

<b>Qualification</b>	Hold a postgraduate degree (Bac+5) in General Law, Public International Law, Law of International Organizations or Community Law or other related legal fields.
<b>Experience</b>	Have at least 10 years' professional experience in positions of similar responsibility at national or international level. (Cf. Article 13 of the ECCAS' Staff Regulations). Have proven skills in strategic vision and in the field of Results-Based Management.
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>- Central Africa and ECCAS' Member States;</li> <li>- Leading international institutions and organizations in the field;</li> <li>- Texts, treaties and international legislation in the field of political affairs (elections, democracy, good governance, etc.);</li> <li>- Legal Regulations of ECCAS' Member States;</li> <li>- International treaties and conventions, judicial organizations of the Member States of the Community/International Courts and Tribunals;</li> <li>- Treaties and other constitutive acts of international organizations in Central Africa, the African Union and the UN;</li> <li>- The Commission's documentary collection, in particular legal texts;</li> <li>- Knowledge of at least one Community language (French-English-Spanish-Portuguese). Knowledge of a second or more community language would be an asset.</li> </ul>
<b>Technical Skills</b>	<ul style="list-style-type: none"> <li>- Drafting legal, judicial and extrajudicial acts;</li> <li>- Have proven legislative skills;</li> <li>- Draft and manage contracts on ECCAS' areas of competence;</li> <li>- Manage and follow up on litigation files;</li> <li>- Manage the legal monitoring process;</li> </ul>





	<ul style="list-style-type: none"> <li>- Develop concise and structured documents to assist in decision-making;</li> <li>- Carry out or conduct legal analyses;</li> <li>- Proficiency in computer tools: Word, Excel, Power Point.</li> </ul>
<b>Behavioral Competencies</b>	<ul style="list-style-type: none"> <li>- Sense of anticipation;</li> <li>- Sense of leadership Negotiation skills;</li> <li>- Sense of discretion and respect for confidentiality;</li> <li>- Self-control;</li> <li>- Sense of contact, listening and human relations;</li> <li>- Sense of ethics;</li> <li>- Sense of respect for the cultures and traditions of the Member States of the Community.</li> </ul>

#### CONDITIONS OF EMPLOYMENT

<b>Remuneration</b>	Salary and benefits in accordance with the ECCAS' Salary Scale
<b>Nationality &amp; Gender</b>	<ul style="list-style-type: none"> <li>- Be a national of an ECCAS' member state; account will be taken of the geographical balance between the Member States in recruitment;</li> <li>- Female applications are encouraged.</li> </ul>

#### APPLICATION FILES

Interested candidates must provide information indicating that they have the required qualifications and relevant experience. The application must include:

- Recruitment Motivation letter;
- Detailed curriculum vitae including the candidate's full contact details (first and last name, address, telephone, fax, e-mail);
- A certificate of nationality;
- An extract of a birth certificate or suppletive judgment in lieu thereof;
- An extract from the criminal record (bulletin n°3) dated less than three months;
- Certified copies of academic or university diplomas and titles;
- Employment certificates and documents attesting to professional references;
- A medical certificate drawn up by a certified doctor attesting that the applicant is fit to hold the job applied for and is not suffering from a condition likely to harm the health of others;
- Full identity of three unrelated reference persons who can attest to the candidate's professional and moral qualities;

The complete file bearing the reference: **N° 002/ECCAS/COM/CJ/2025** and the title of the post **"LEGAL ADVISER TO THE COMMUNITY"** must be sent electronically only to the address:

[ressources.humaines@ceeac-eccas.org](mailto:ressources.humaines@ceeac-eccas.org) no later than..... **30 JUN 2025** ..... 2025

Applications will be forwarded to the Commission by note verbale from the Member States of the Community. The Commission will not accept or process applications sent directly by candidates. Only successful candidates will be contacted for the rest of the process.

ECCAS will not be responsible for any costs or expenses incurred by the individual applicant in connection with the preparation or submission of the application.

