



## **CALL FOR APPLICATIONS FOR TWO PROFESSIONAL POSTS OF SENIOR CONSUMER WELFARE OFFICERS, P3**

The COMESA Competition Commission ("the Commission") is a regional body corporate established under Article 6 of the COMESA Competition Regulations ("the Regulations") promulgated under Article 55 of the COMESA Treaty. The Commission is responsible for promoting competition and enhancing the welfare of consumers in the Common Market. The main functions of the Commission are to monitor markets and investigate anti-competitive business practices, control mergers and other forms of acquisitions in the Common Market and mediate disputes between the Member States concerning anti-competitive conduct. The Commission commenced its operations on 14<sup>th</sup> January, 2013 and is located in Lilongwe, Malawi. More information can be obtained from the Commission's website <http://www.comesacompetition.org/>.

The Commission is looking for the services of suitably qualified nationals of the COMESA Member States to fill the following position tenable at the Commission in Lilongwe, Malawi:

### **1. JOB DESCRIPTION:**

<b>JOB TITLE:</b>	Senior Consumer Welfare Officer:
<b>GRADE:</b>	Professional Level 3(P3)
<b>SALARY SCALE:</b>	COM\$48,575 – COM\$59,703 per annum
<b>DIVISION:</b>	Consumer Welfare and Advocacy
<b>TENURE:</b>	A fixed term of Three (3) years. Extension of contract is subject to availability of funds, performance of the contract holder and approval of successive annual Work Plans by COMESA.
<b>DUTY STATION:</b>	Lilongwe
<b>REPORT TO:</b>	Manager, Consumer Welfare and Advocacy
<b>TYPE OF CONTRACT:</b>	Commission's established professional service category.

### **2. RESPONSIBILITIES**

The purpose of the job is to manage the investigation of trade practices in order to enhance consumer protection. Under the overall supervision of the Director of the Commission and the direct supervision of the Manager -Consumer Welfare and Advocacy, the Senior Consumer Welfare Officer shall perform the following duties at the full performance level:

- Manage effective investigation and assessment of trading practices in the Common Market in order to enhance consumer protection as enshrined under the COMESA Competition Regulations which includes:
  - Initiate actions against violators
  - Investigate complaints
  - Compile and submit investigation reports and case recommendations to the Manager- Consumer Welfare and Advocacy ;
  - Develop inspection procedures and techniques
- Manage effective development and implementation of information, education and communication programmes for consumer protection in order to raise awareness of the public on consumer issues under the COMESA Competition Regulations and prepare relevant publications for public dissemination;
- Assist the COMESA Member States in establishing effective consumer protection system at domestic level;
- Advise industry, state and local officials and consumers on enforcement policies, compliance methods, and interpretation of the COMESA Competition Regulations
- Plan and direct regulatory programs;
- Foster multilateral cooperation in cross-border consumer welfare among Member States;
- Network with regional and international consumer welfare officials and keep an update on latest developments and facilitate the Commission's participation in key consumer issues at a regional and international conferences;
- Submit performance reports to the Manager, Consumer Welfare and Advocacy as required; and
- Perform all such things as are incidental to the foregoing and/or as may be lawfully delegated by the Director and the Manager, Consumer Welfare and Advocacy.

### **3. REQUIREMENT FOR THE POST**

#### **3.1.1. QUALIFICATIONS**

A minimum of first degree in Legal Studies or Economics or Public Administration and Management or Management or Social Work or an equivalent qualification in the field of consumer protection from a recognized institution. A Master's Degree in any of these disciplines will be an added advantage.

#### **3.1.2. EXPERIENCE**

A minimum of 5 years relevant post-qualifying experience in consumer protection.

Working experience at a national competition authority or consumer authority will be an added advantage.

### 3.1.3. COMPETENCIES

- Excellent oral and written communication skills and ability to influence multi stakeholder processes.
- Excellent analytical skills particularly in interpreting, using, analyzing and presenting data and evidence.
- Accurate or intelligent or other demonstrable knowledge in advocacy, consumer protection, competition law, industrial organization or industry structures in any of the countries in the Common Market,
- Excellent Computer Skills.
- Knowledge and understanding of the purpose and objectives of the COMESA Treaty and the COMESA Competition Regulations and Rules.
- Knowledge of the operations of the COMESA Competition Commission and the COMESA regional integration agenda is highly recommended.

### 4. ELIGIBILITY FOR APPLICATION:

Applicants must be citizens of COMESA Member States.

### 5. WORKING LANGUAGE REQUIREMENT:

Must be fluent in English and/or French and/or Arabic (speaking and writing). A combination of all of these languages will be an added advantage.

### 6. TERMS OF APPOINTMENT

**Type of contract:** The position is under the Commission's established professional service category.

**Remuneration:** Remuneration will be an all-inclusive amount pertaining to the position under the existing COMESA remuneration levels.

**Duration of Contracts:** the contracts shall be effective from the date of commencement of duties and will expire at the end of three (3) years of employment and may be renewed subject to individual performance and availability of funds.

### 7. APPLICATIONS

Applications **MUST** be submitted through the Coordinating Ministries of the respective Member States on the prescribed COMESA APPLICATION FORM which can be accessed and downloaded from the COMESA website: <http://www.comesa.int/>.

Applications submitted directly to the Secretariat or COMESA Competition Commission will not be considered and **ONLY** short-listed candidates will be contacted.

The applications **MUST** reach the Coordinating Ministries by **Friday, 31<sup>st</sup> March, 2017**. Accordingly, short-listing reports from the Coordinating Ministries attaching all the relevant documents of the successful candidates should reach the address below by **Monday, 10<sup>th</sup> April, 2017**.

The Director and Chief Executive Officer,  
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