



AMERICAN EMBASSY, COLOMBO

Legal Specialist - Maldives [Female/Male]

We encourage both women and men to apply for this position. The United States Embassy seeks a diverse workforce with equal opportunity for all people without regard to race, color, religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation.

The Legal Specialist will join the U.S. Department of Justice (DOJ) - Office of Overseas Prosecutorial Development Assistance and Training Program (OPDAT). DOJ OPDAT provides case-based mentoring and technical assistance to the government of Maldives on criminal justice reform through a program of legislative and institutional reform, as well as skills development training for prosecutors, investigators, and judges. The Legal Specialist is the deputy to the DOJ Resident Legal Advisor (RLA), advising the RLA on legal, policy, and political issues affecting DOJ OPDAT. The Legal Specialist further manages and helps plan legislative and institutional reform initiatives; reviews, analyzes, and advises on current and draft legislation; maintains contacts and meets regularly with Maldivian government officials; plans and organizes conferences and capacity building programs to combat transnational crime, develop the rule of law, and fight corruption.

The work schedule for this position is: Full Time - 40 hours per week

Incumbent will be located in Maldives and telework, as appropriate

The monthly gross salary for this position will be MVR 27,864/-

Qualifications Required:

- 1. Education** - Completion of University Degree in Law is required.
- 2. Prior Work Experience** - Minimum 5 years of experience as an attorney in Maldives or in the Maldivian justice sector is required.
- 3. Language Proficiency** - Level IV (Fluent) reading, writing, and speaking English is required. *(This will be tested)*
Level IV (Fluent) reading, writing, and speaking Dhivehi is required.
- 4. Job Knowledge** - Must possess an excellent understanding of the Maldivian legal system and criminal justice system, as well as a solid understanding of international legal norms, conventions, and institutions. Must have an in-depth knowledge of legal vocabulary in each language (English and Dhivehi).
- 5. Skills & Abilities** - Must have the ability and maturity to interact effectively with senior government officials and the public, and to speak before groups. Must be able to evaluate the quality of performance by contract staff. Must be able to interpret and translate from one language to the other as required (between English & Dhivehi). Must also be able to respond quickly to Embassy Front Office requests for information on fast-breaking legal developments. Must have good interpersonal skills and be able to work well with colleagues. Must have an existing network of contacts within the Maldivian justice sector and ability to utilize those contacts to support the DOJ - OPDAT. Must be able to use Windows-based computer applications such as MS Word, Excel, Power Point and MS Outlook.

Required Documents:

To apply for this position applicants **must electronically submit copies of the documents listed below** along with the electronic application, to be considered for employment. Failure to do so may result in a determination that the applicant is not eligible and qualified.

- Relevant Educational Certificate/s
- Relevant Service/Work Experience Certificate/s
- Proof of citizenship (National Identity Card/Passport and/or Work Permit)

How to Apply:

Please visit our website <https://lk.usembassy.gov/embassy/jobs/> to submit your applications through Electronic Recruitment Application system [ERA]. Before you continue with the application process, please carefully read the instructions available on our website.

PAPER OR E-MAILED APPLICATIONS ARE NOT ACCEPTED

Your application should reach us **on or before March 29, 2020.**

Please note, only shortlisted candidates will be contacted.