



## External Relations Assistant UNHCR Brussels, BELGIUM

UNHCR, the UN Refugee Agency, is a global organization dedicated to saving lives, protecting rights and building a better future for people forced to flee their homes because of conflict and persecution.

We lead international action to protect refugees, forcibly displaced communities and stateless people.

We deliver life-saving assistance, help safeguard fundamental human rights, and develop solutions that ensure people have a safe place called home where they can build a better future. We also work to ensure that stateless people are granted a nationality.

We work in over 130 countries, using our expertise to protect and care for millions.

The UNHCR Representation for EU Affairs (REUA)  
is seeking a candidate to fill the vacancy of the following position:

**External Relations Assistant (G-4)**  
**Job Opening ID: 37851**  
**Location: Brussels, Belgium**  
**Closing date: 4 July 2022, 23:59 CEST**

External vacancies are posted on the external UNHCR website. Applicants who do not have internal status must apply through the external UNHCR website: <https://www.unhcr.org/careers.html> / Careers / Career opportunities / Other Opportunities / Vacancies / sort by Location or search by Job ID.

Applications will not be acknowledged. Not signed, incomplete and late applications will not be accepted. Only shortlisted candidates will be contacted. Shortlisted candidates will be required to sit for a written test and oral interview.

The evaluation of applicants will be conducted based on the information submitted during the application. Applicants must provide complete and accurate information pertaining to their personal profile and qualifications. No amendment, addition, deletion, revision or modification shall be made to applications that have been submitted. Candidates under serious consideration for selection will be subject to reference checks to verify the information provided in the application.

Candidates who are not nationals of Belgium must hold a valid residence/work permit in Belgium at the time of application.

UNHCR does not charge a fee at any stage of the recruitment process (application, interview, processing or any other fees).

UNHCR strongly encourages qualified female applicants to apply. UNHCR seeks to ensure that male and female employees are given equal career opportunities. UNHCR is committed to achieving workforce diversity in terms gender, disability, marital or civil partnership status, race, color or ethnic and national origins, religion or belief, or sexual orientation. All applications will be treated with the strictest confidentiality.

UNHCR has a zero-tolerance policy against Sexual Exploitation and Abuse (SEA). SEA is unacceptable behavior and prohibited conduct for UNHCR personnel. It constitutes acts of serious misconduct and is therefore grounds for disciplinary measures, including dismissal.