



Job Opportunities

Helping the world get where it needs to be.

IRU is the global industry association for road transport, driving the sustainable mobility of people and goods across the planet. In the ever evolving world of transport, IRU Innovation team is the focal point for monitoring, highlighting and supporting latest innovation in reaching the market.

For a 12 months contract, our rapidly evolving and dynamic organisation in Geneva is looking for a

Implementation Coordinator – Arabic Speaking

JOB SUMMARY:

Reporting to the Head - TTS Implementation, the Implementation Coordinator has to ensure the coordination of all activities aiming at TIR implementation in new TIR Contracting Parties and at TIR reactivation and optimisation in those TIR Contracting Parties, which have not yet reached a stable level of TIR operations.

Travel: up to 30%

RESPONSIBILITIES:

1. Coordinate with all internal stakeholders and external parties all necessary activities aiming at **TIR implementation in new TIR Contracting Parties and at successful use of TIR in new TIR operational countries** as well as **TIR optimisation and reactivation** in TIR Contracting Parties which have not yet reached a stable level of TIR operations and which were identified as strategically important for the use of TIR along the transport corridors evolving in the context of expanding TIR geography.
2. Identify problems and bottlenecks in TIR implementation and work on addressing and resolving them in coordination with IRU colleagues and external stakeholders.
3. Conduct TIR training, both in Arabic and English language, for the stakeholders in new TIR Contracting Parties or the countries in accession.
4. Prepare documents informing IRU Members on the status of TIR implementation in new Contracting Parties.
5. Analyse documents in Arabic language in relation to customs legislation, transport and transit agreements and any potential agreements between TIR stakeholders and assess their compliance with the TIR Convention or their implications on the use of the TIR system.
6. Ensure, if need be, translations from English to Arabic and from Arabic to English
7. Work on preparing best practices relating to TIR implementation and operation for new TIR Contracting Parties and the countries in accession in the form of documents to be adopted and procedures to be established.
8. Revise transport and transit related studies performed by external partners, when required.
9. Support the Business Development team by preparing materials required for the promotion of TIR and other IRU activities in new countries and by joining the relevant colleagues in their missions, if required.
10. Provide information to the Business Development team and external stakeholders on all matters related to TIR implementation and operation.

QUALIFICATIONS:

- University degree in Logistics, Transport, International Relations or any relevant subject.
- Excellent communication and presentation skills is a must.
- Excellent command of Arabic and English is a must.
- Understanding of transport sector and of transit systems in the Gulf Cooperation Council a strong asset.
- Basic project/task management skills, including ability to be proactive in soliciting the cooperation and help of others.
- Training experience is a plus.
- Swiss Citizenship, Swiss valid permit or EU Citizenship.