



Capacity Building Directorate

Data Analytics Capacity Building Project (BAnd of CUsToms Data Analysts – BACUDA) Data Analytics Specialist

1. INTRODUCTION

The World Customs Organization (WCO) is an independent intergovernmental body, established in 1952 as the Customs Co-operation Council (CCC), whose mission is to enhance the effectiveness and efficiency of Customs services across the globe. The WCO represents 183 Customs administrations that collectively process approximately 98% of world trade. As the global centre of Customs expertise, the WCO is the only international organization with competence in Customs matters.

As a forum for dialogue and exchange of experiences between national Customs delegates, the WCO offers its Members a range of Conventions and other international instruments, as well as technical assistance and training services provided either directly by the Secretariat, or with its participation. The Secretariat also actively supports its Members in their endeavours to modernize and build capacity within their national Customs administrations.

2. OVERVIEW

An ongoing data revolution characterized by Big Data and the increasing role of machines in decision making is changing the way public and private organizations are operating.

Customs administrations already use data for a multitude of purposes: to assess risks, measure their performance, optimize the deployment of their resources, combat corruption, monitor goods in transit, produce intelligence and policy analysis, and evaluate the impact of trade and taxation policies.

However, Big Data and algorithms are indisputably providing new technological opportunities. They are also raising new questions that require specific approaches to be implemented in Customs, as well as specific policy attention.

In response to these questions, the WCO has reinforced its efforts to promote data analytics within Customs over the past few years, through different initiatives aimed at enhancing the use of Customs data in cooperation with Members. These initiatives include the following:

Regional seminar & workshop, Development of data techniques and Establishment of Data experts group (BACUDA). WCO efforts to foster data analytics and relevant information and reference materials are illustrated at: <http://www.wcoomd.org/en/topics/research/data-analytics.aspx>. It is in this context that the WCO has initiated a project to boost the capacities of its Members in the use of data analytics.

3. PROJECT BACKGROUND

Member administrations have acknowledged the increasing impact of data and algorithms on public governance and Customs matters. They have shared the latest developments in the field of data governance and data science within the WCO and showed strong support for the WCO efforts to develop the use of data science in Customs, including the emergence of a community of experts.

Recognizing the importance of data analytics and in response of the demonstrated interest by WCO Members – and following the success of the project through supporting regional workshops, running of BACUDA, Members' continuous engagement with academia, customs and research institutions to develop tools – it is now considered to expand funding towards recruitment of a data analytics specialist that will contribute in moving the project forward.

WCO Members have stressed the need for a holistic and structured approach to capacity building in data analytics, including the development of an organizational framework in order to assist Members in effectively building Customs capacity in this area.

As decided by WCO Members, the data analytics project will support the development of a draft Data analytics Framework and continue to pursue pertinent activities that **include capacity building in development of algorithms catered to Members' needs, implementation of online & offline platforms** and others activities that will contribute to the achievement of the project objectives.

In light of this background, the WCO seeks to recruit a full-time Data analytics Specialist, who is expected to make a significant contribution to the implementation and monitoring of capacity building in this domain.

4. OBJECTIVES

The objectives of the assignment are four folds as follows:

- **To raise awareness of Member administrations for better adoption of data analytics** into their day to day operation for multidimensional purposes such as risk management, border security, optimized resources deployment, etc. on both operational & strategic level;
- **To support a coordinated approach to development of diverse Data analytics agenda** with cutting edge expertise which encompasses in-depth academic research imbued with hands on experiences of customs experts;
- **To manage the delivery of capacity building support** for Member administrations on the basis of robust understanding of Members' specific interests and needs in this domain under auspices of relevant WCO tools; and

- **To research and document international good practices and case studies** related to the measurement of goods clearance times, as required.

5. MAIN RESPONSIBILITIES

The main accountability of the assignment is to achieve objectives and outputs on budget and time through management of all aspects of this various component project which includes technique development on data analytics, management of relevant events and support for building Members' capacity in this domain.

Under the overall supervision of the Director of the Capacity Building Directorate – and supporting and coordinating with relevant WCO experts – the Data analytics Specialist will focus on the following key activities:

i. Capacity Building Activities Delivery Management:

- a) Engaging with beneficiary administrations and the Regional office for Capacity Building (ROCB) in each region, to maintain points of contact and regularly identify their needs for WCO-mediated Data analytics implementation;
- b) Contributing to planning and delivery of capacity building, consulting activities which outlines the training schedule, mobilizing resources, monitoring and review of pertaining follow-up activities on a national and regional level;
- c) Leading missions to meet with the management, designated local experts and relevant stakeholders to assess progress and adjust implementation plans as necessary;
- d) Overseeing implementation of capacity building activities in close cooperation with designated WCO officials to identify and mobilizing suitable expertise from the global customs community to respond to the needs of member administrations; and
- e) Conducting performance evaluation on the events' outcomes upon completion in order to ensure its relevance with WCO's mission toward implementation of Data Analytics in Customs domain.

ii. Support of BACUDA Experts group:

- a) Strengthening active collaboration with BACUDA group consisting of WCO internal experts and those from the academia and joining concerted efforts to deliver technical inputs to the Project such as development of algorithm and application of techniques;
- b) Ensuring that experts are well briefed in the strategic aims of their commitments related to the Project, debriefed after each intervention and reports are produced in a timely manner;
- c) Supporting the WCO Project team to produce tangible outcomes out of this project and assisting lead officials in planning events, assessing performance and keeping management up to date concerning its; and
- d) Maintaining and expanding ongoing network of Data experts not only from global Customs community but also from private sectors with or without customs background to have their invaluable expertise injected to upgrade quality of the project.

- iii. Contribute to managing data analytics training (online and offline programme):**
- a) Ensuring that the curriculum of online training is well geared up for those officials who wish to learn the basics of Data analytics, applying technics of open source tools by employing simulation of coding, animation, voice explanation;
 - b) Helping to develop offline training programme of mid-term duration to nurture customs officials and allow them to learn on site data techniques, playing a critical role in transforming their customs into data driven customs administrations in the near future; and
 - c) Maintaining active communication channel with programme developer and assisting to produce Data analytics textbook as a guiding material for both online and offline platform users.
- iv. Financial matters assistance:**
- a) Assisting budget planning for capacity building events, project relevant activities in accordance with WCO financial rules;
 - b) Ensuring that travels and accommodations for Project activities are arranged and follow the applicable WCO internal rules and procedures;
 - c) Working efficiently with the Accounting Service, the External Relations Team and the Legal Service to purchase necessary services and materials for the project and ensure that procurement procedures respect the WCO financial rules; and
 - d) Preparing financial reports with necessary numbers and statistics in collaboration with WCO accounting unit.
- v. Monitoring and reporting:**
- a) Monitoring the progress of the project and keeping record of positive aspect achieved from individual programme, lessons learned and future considerations to upgrade and reflect for the following activities;
 - b) Documenting best practices, case studies and incorporating them into existing WCO papers and tools, and developing compendium under the guidance of designated WCO officials; and
 - c) Keeping the management and members of Project team informed of new trend of data analytics, academic theory and/or information worthwhile to apply in the domain.
- vi. Any other related duties as may be assigned by the supervisor.**

6. EDUCATION

- Masters' degree in Data science and Analytics; or
- Bachelors' degree in a relevant field supplemented by 5 years of related experience.

7. EXPERIENCE

- Experience in working on a data science project and specifically developing algorithm to drive index or probabilities for risky target selection;
- Experience in planning, delivery, monitoring and evaluation of training;
- Experience in an international/cross-cultural context would be an asset; and

- Preference may be given to experts with specific experience in customs matters, trade facilitation, or financial management.

8. LANGUAGES

- Fluency in English; and
- Knowledge of French would be an asset.

9. COMPETENCIES

- Ability to draft working documents and facilitate discussions;
- Ability to communicate effectively in writing and produce academic reports, papers;
- Ability to undertake diagnostics missions interacting with person of expertise
- Ability to analyse trade data in the context of, in particular, risk management;
- Knowledge of global trends in Big data and data mining, machine learning and any other relevant analytic skill; and
- Knowledge of international trade, Customs modernization, Customs automation system and other related standards for Customs and IT business.

10. CONTRACT AND CONDITIONS

- Staff member under short-term contract of one (1) year (with possibility of renewal based on performance and availability of the funding);
- Probationary period of three (3) months;
- Full-time employment (37 hours and 40 minutes weekly) at the WCO Headquarters in Brussels, Belgium;
- 30 days of annual paid leave;
- Salary from 5,000.00 EUR/month all-inclusive (remuneration exempted from income tax); and
- Compulsory WCO health insurance deducted from the salary (around 65 EUR/month).

This position is subject to the Manual for Short-Term Contractors. The successful applicant shall not acquire the right subsequently to occupy a permanent post within the WCO. The successful applicant will not be affiliated to any retirement fund or pension scheme taken by the WCO.

11. APPLICATION AND RECRUITMENT PROCESS

The onus is on the applicant to demonstrate how he/she meets each of the essential qualifications and requirements. Applicants are encouraged to detail concrete achievements in their CVs and/or in their cover letters as well as include references.

Only short-listed candidates will be contacted for an assessment which may include a written test and/or an interview. All short-listed candidates may be requested to provide copies of their original diploma, certificates and proof of relevant experience. Pre-selected candidates may also be subject to reference checks to confirm the information provided in the application.

Interested candidates should submit their application for review no later than **3 April 2020**, including a CV and a cover letter in English by e-mail to:

capacity.building@wcoomd.org

Or by mail to:

World Customs Organization
Capacity Building Directorate
Rue du Marché, 30
B-1210 Brussels
Belgium

Interested candidates may submit a request for additional information via e-mail, providing full name and contact details.

The evaluation of applicants will be conducted on the basis of the information submitted in the application according to criteria of the position and the WCO applicable rules.

12. ADDITIONAL INFORMATION

The WCO values commitment to the principles of integrity, transparency and accountability as well as values diversity among its staff members. Applications from qualified women and men will receive equal treatment and due regard will be paid to the importance of recruiting nationals from WCO Members on as wide a geographical basis as possible. Please note that the WCO Headquarters is a non-smoking environment.
