WORLD CUSTOMS ORGANIZATION
ORGANISATION MONDIALE DES DOUANES

Capacity Building Directorate

Data Analytics Specialist for the Data Analytics Capacity Building Project (BAnd of CUstoms Data Analysts – BACUDA)

---

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 worldwide. 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 strategic approaches in Customs to bring policy attention toward the data-driven organization.

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 to enhance the use of Customs data in cooperation with Members. These initiatives include regional workshops,

online & offline training courses, and the establishment of a Data experts group (BACUDA). WCO efforts to foster data analytics for Members and relevant information can be found at: http://www.wcoomd.org/en/topics/research/data-analytics.aspx.

In this context, 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 tremendous impact of technology to use the mega volume of data and algorithms on public governance and Customs matters. They have shared the latest developments on data analytics within the WCO and shown strong support for the WCO efforts to introduce data science and methodology for Customs administrations.

Recognizing the importance of data analytics and the high demands by WCO Members, and following the success of the project through relevant activities, Members continuously engaged themselves and collaborated with BACUDA expert group comprising academia, Customs, and research institutions.

It is therefore considered to recruit a Data Analytics Specialist in order to proactively contribute to the Project.

WCO Members have stressed the vital need for a holistic and structured approach to capacity building in data analytics. The BACUDA Project has supported the implementation of the data analytics for Customs administrations and carried out th**e development of algorithms catered to Members' needs, implementation of online & offline training courses, and pilot testing of analytic models with voluntary Members**.

In light of this background, the WCO seeks to recruit a full-time Data Analytics Specialist 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-fold 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 developing diverse data analytics tools** with cutting edge expertise which encompasses in-depth research imbued with hands-on experiences of customs experts;

- **To manage the delivery of capacity building support** for Members' administrations based on a robust understanding of Members' specific interests and needs in this domain under the auspices of relevant WCO tools; and

- **To run pilot testing with voluntary Members and document good practices and case studies** related to the measurement of goods clearance times, as required.

5. MAIN RESPONSIBILITIES

The role of the Data Analytics Specialist is to achieve objectives and outputs on budget and time by managing all aspects of these various project components, including the development of data analytics tools, real-life applications, management of relevant events and support for Members' capacity building.

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. **Delivery and Management of Capacity Building Activities:**

   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 activities which require training schedule, resources mobilization, monitoring and review of pertaining follow-up activities at national and regional levels;

   c) Leading missions to meet with the local officials, experts and relevant stakeholders to assess progress made and put forward implementation plan as necessary;

   d) Overseeing the delivery of capacity building activities in close cooperation with designated WCO officials to identify and mobilize 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 to ensure its relevance with WCO's mission.

ii. **Lead Pilot project to test analytic models in cooperation with BACUDA experts:**

   a) Communicating with Member administrations to plan and conduct pilot testing with Members' own import and export data;

   b) Strengthening active collaboration with BACUDA experts group consisting of WCO internal experts and those from the academia and making concerted efforts such as the development of algorithms and application of techniques;

   c) Ensuring that stakeholders are well briefed and debriefed before and after the events and reports are produced in a timely manner; and

   d) Supporting the WCO Project team as a team member to produce tangible outcomes out of this project and keeping the management up-to-date concerning the project.

iii. **Contribute to developing data analytics training course (online and offline):**

   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 techniques of open source tools by employing simulation of coding, animation, voice explanation;

   b) Helping to manage offline training program of mid-term duration to nurture customs officials to learn data techniques and playing a critical role in transforming their organizations into customs administrations that can use data efficiently; and

   c) Maintaining active communication channel with the program developer and assisting to produce guiding material for both online and offline platform users

iv. **Financial matters assistance:**

    a) Assisting budget planning for capacity building events and Project relevant activities in accordance with the 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 the WCO accounting unit.

v. **Monitoring and reporting:**

    a) Monitoring the progress of the Project and keeping a record of lessons learned and future considerations from the activities;

    b) Documenting best practices, case studies and incorporating them into existing WCO papers and tools, and developing compendium; and

    c) Keeping the management and members of the Project team informed of new trends 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. <u>EDUCATION</u>

- Masters' degree in Data Science and Analytics.

7. <u>EXPERIENCE</u>

- Experience in working on a data science project and specifically developing an 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. <u>LANGUAGES</u>

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

9. <u>COMPETENCIES</u>

- 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 a person of expertise
- Ability to analyze 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 the short-term contract of two (2) years with the possibility of renewal based on performance and availability of the funding;
- Probationary period of six (6) 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 6,500 EUR/month all-inclusive (remuneration exempted from income tax);
- 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 with any retirement fund or pension scheme taken by the WCO.

11. APPLICATION AND RECRUITMENT PROCESS

The onus is on the applicants 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, portfolios (if necessary). References is recommended to be included.

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 **17 June 2021**, 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. <u>ADDITIONAL INFORMATION</u>

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.

***