



**Asia-Pacific  
Economic Cooperation  
Secretariat**

Ref. No.: EO/114/04/11 (COO)

28 April 2011

Excellency,

During the second Budget and Management Committee (BMC) Meeting held in Singapore on 1-2 August 2007, members agreed that it would be desirable for Secretariat staff vacancies to be advertised throughout the APEC member economies to obtain greater representation across economies.

With this in mind, we would like to inform you that the Secretariat will conduct a recruitment exercise to look for a Senior Analyst for the APEC Policy Support Unit, as the current staff holding the said post has already tendered her resignation.

The candidate must possess a University Degree in Economics or relevant discipline (post-graduate degree holders shall be given priority) and must possess relevant working experience in the field of economic or trade policy research. The position is located in Singapore. The remuneration package is locally based and does not provide for any other benefits for incumbents who are non-Singaporeans.

The vacancy is currently being advertised in the APEC website. The job advertisement (attached), which has also been circulated to all APEC BMC members, calls for applications to be submitted to the APEC Secretariat by the closing date of 22<sup>nd</sup> May 2011.

This position may be of interest to citizens or permanent residents of your APEC economy who are based in Singapore. We would therefore like to seek your assistance in disseminating the vacancy announcement by posting it on your local High Commission or Embassy website, or by forwarding it to colleagues in corporations and organizations based here in Singapore.

Please do not hesitate to contact the undersigned should you have any queries or clarifications.

Accept, Excellency, the assurances of my highest consideration.

Sim Cher Young  
Chief Operating Officer



Heads of APEC Missions in Singapore