



REF: PAPU/CL/GS/LO/AF/H/001
Our Ref: PAPU/GS/LO/AF/H/039

DATE: 26 JAN 2023

TO: MEMBER STATES OF THE PAN AFRICAN POSTAL UNION

- **Ministers in Charge of Posts**
- **Regulatory Authorities**
- **Designated Operators**

Dear Sir/Madam,

RE: CALL FOR THE SECONDMENT OF STAFF TO PAPU GENERAL SECRETARIAT

The Secretary General of the Pan African Postal Union presents his compliments and New Seasons Greetings to the Member States of the Union and would like to bring once more to your kind attention the above-captioned circular dated 4th October 2022 (copy attached), requesting for secondment of staff to the General Secretariat of the Union.

The vacant positions that were aligned to meet the expectations of the Administrative Council are as follows:

- i. Policy and Regulatory Affairs Officer
- ii. Digital Services and Financial Inclusion Officer
- iii. Human Resources and Administration Officer

I am therefore appealing to the Member States, once again, to avail qualified and competent staff matching the detailed descriptions of the positions, profiles, terms, and conditions for secondment to the Union in line with the attached annexures. This exciting opportunity to work for an international organization needs to be availed to your officers.

It will be highly appreciated if your offer of staff for secondment to the General Secretariat can be received on or before 28th February 2023. A soft copy may be sent by e-mail before this deadline date.

Thank you for your usual cooperation and support towards capacitating the General Secretariat of the Union.

Yours sincerely,

Dr. Sifundo Chief Moyo
SECRETARY GENERAL



Attachments:

- Job descriptions
- Secondment Form
- Medical Examination Report Form
- Terms and Conditions of Secondment



REF: PAPU/GS/LO/AF/H/039

DATE: 04 OCT 2022

TO MEMBER STATES OF THE PAN AFRICAN POSTAL UNION

- Ministers In Charge of the Post
- Regulatory Authorities
- Designated Operators

Dear Sir/Madam,

SUBJECT: CALL FOR SECONDMENT OF STAFF TO PAPU GENERAL SECRETARIAT

The Secretary General of the Pan African Postal Union presents his compliments to the dear Member States of the Union and would like to bring forth the above-quoted subject matter for their kind attention.

As you may be aware, in the framework of the strategy for capacitation of the General Secretariat of PAPU and further to Decision N°02/PAPU/AC/XL/2022 on Secondment of Staff to the PAPU General Secretariat, the 40th Administrative Council Session, held from 12th to 14th July, 2022, in Kinshasa, Democratic Republic of Congo, approved the secondment of staff from willing and eligible Member States.

These positions that have been streamlined and aligned along the expectations of the Administrative Council are as follows:

- i. Policy and Regulatory Affairs Officer
- ii. Digital Services and Financial Inclusion Officer
- iii. Human Resources and Administration Officer

I would therefore like to appeal to Members to consider seconding qualified and competent staff matching the detailed description of the positions, profiles, terms and conditions for secondment of the staff as outlined in annex 1.

The application file of your nominees must include:

- Detailed Curriculum Vitae;
- Completed Secondment Form (annex 2);
- Medical Examination Report form (annex 3);
- Terms and Conditions of Secondment (annex 4);
- And other relevant credentials, to facilitate their assessment alongside others that will be received from other Member States.

This opportunity to second staff is open to all PAPU Member States to support the Union in its exciting mission of rendering valuable service to all the Member States and Associate Members.

The final choice of the applicants that will be seconded will reflect as much as possible, the 5 geopolitical regions of Africa and ensure linguistic and gender balance. The paramount consideration will be the necessity of securing for the Union the services of people possessing the highest standards of efficiency, competence and integrity.

We kindly request you to submit details of your nominees, matching the outlined profiles, to reach the General Secretariat on or before 7th December 2022. In view of the bottlenecks inherent in the movement of mail caused by the COVID-19 disruptions, an advance copy of the application file may be forwarded electronically to sc@papu.co.tz ahead of the physical copy.

While thanking you for your usual cooperation and support, I wish to renew to you, the assurances of my highest consideration,

Yours sincerely,



Sifundo Chief Moyo

SECRETARY GENERAL

