

How to place an Employment Ad in the Post

In Person Bring your ad to our office at 34 Lesya Ukrainka Blvd., 4th floor, Room 401 from 9:00 a.m. to 6:00 p.m. Ask for Vladimir Kharitonenko.	By Fax or Phone Send a fax including number of boxes, number of issues and form of payment to 254-3113 or call 496-1111 . e-mail: volodya@kppublications.com	Deadline The deadline for Thursday Employment ads in the Post is one week before publication.	Mini Resume Send us a brief CV (it should be no more than 20 words) and we'll run it in 2 issues of the Post for only Hr 50. Please stop by at "Vash Dom" agency, Triokhsviatitelska St. 3 to drop off your CV. Tel: 228-4010
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Payment
Pre-payment is required in all cases.

And don't forget to post your resume on www.ukrjob.net - FOR FREE!

THE POST

Tel.: (044) 228-7103, 228-7444; Fax 228-2059 (24 hours); E-mail: info@powerfact.com.ua	
<ul style="list-style-type: none"> ◆ Finance Manager (budgeting, analysis, forecasting, controlling) ◆ Head of Law Department (Corporate Law) ◆ Marketing Manager (audio/video, ATL/BTL, experience with Western company) ◆ Material Loss Reduction Manager (experience in security service/department of the company; Law Degree is a plus) ◆ Sales Engineer (High/Low voltage equipment) ◆ Sales Managers (audio/video, home appliances, room air conditioners, Western company experience) ◆ Product Marketing and Sales Manager (GSM/Telecom sales experience) ◆ Sales Manager (automobile industry, transport and industrial lubricants) 	RECRUITMENT PERSONNEL AUDIT ASSESSMENT/DEVELOPMENT CENTERS OUTSTAFFING STAFF LEASING OUTPLACEMENT
For all vacancies English is a must	
Hot vacancies at: www.powerfact.com.ua	

	For confidential consideration, please send your resume to STAFF STANDARD by fax 517-0859, 517-1463, by e-mail: stafstan@adamant.net or to Kyiv 02002, PO BOX 326. On the web: http://welcome.to/stafstan
HEAD OF LEGAL DEPARTMENT	- Higher legal education, aged under 40, fluent English, 3+ years of relevant work experience in foreign company.
INTERNAL AUDITOR (city Kharkov)	- University degree in economics, aged under 35, good English, good knowledge of PC, 2+ years of relevant experience.
KEY ACCOUNTS MANAGER (FMCG)	- University Degree, aged under 35, Good English, 2+years of relevant work experience (Cash & Carry etc.), driving license.
PR & MARKETING COMMUNICATION MANAGER (Information technologies company)	- University Degree (preferably in economics or techniques), aged under 26, fluent English, 1+year of relevant experience.
Attractive compensation with opportunity to grow.	

INTERNEWS UKRAINE, an International NGO, is looking for professional experienced candidates to fill the full-time positions of

CHIEF ACCOUNTANT and ASSISTANT TO THE EXECUTIVE DIRECTOR.

Successful candidates should meet the following requirements:

Chief Accountant

- University degree in accounting/finance or related fields
- 3+ years of work experience in similar position
- good knowledge of 1S programme
- good computer skills
- good command of English
- knowledge of USAID/TACIS rules would be an asset

Assistant to the Executive Director

- Minimum 1 year of related experience
- Ability to manage multiple tasks simultaneously
- Ability to meet deadlines
- Good communication skills
- Computer literacy (MS Word, Excel, Outlook, Internet Explorer)
- Fluency in Ukrainian, English, Russian.

Please fax your CV and cover letter to (044) 458-44-40 by February 20, 2004.

The Ukrainian Citizen Action Network (UCAN) is looking for professional experienced **SYSTEM ADMINISTRATOR** to fill the full-time position

Skills and Qualifications Required:

- 3+ years of experience in relevant position;
- Good knowledge of Windows NT/2000, XP, UNIX Microsoft Office Suites, and MS Exchange;
- Good skills in Information Security essentials in Windows network environment;
- Good skills in WEB design and update;
- University degree (preferably in IT);
- Excellent interpersonal and communication skills;
- Strong knowledge and experience in Microsoft Access database programming;
- Spoken English is a plus.

Please fax your CV to 229-4834 to Tatiana Dmitrieva, Office Manager, or e-mail jobs@ucan-isc.org.ua before February 16, 2004

PERSONNEL

WE SEARCH – YOU WIN. WE ARE SEARCHING FOR:

HR Director (code VE 5059)
A world-leading European manufacturing company, owner of two big plants located in Central Ukraine

University degree, minimum 3 years professional experience on a leading position in HR Department of a big company, good knowledge of contemporary HR Management techniques, experience in building and maintaining procedures of personnel planning and development, performance evaluation, recruitment, implementing bonuses and compensation system. The company offers excellent professional opportunities, international environment, competitive remuneration and complete social benefits package.

General Legal Counsel (code BV 2063)
A large American manufacturing company, one of the greatest foreign investors in Ukraine

University degree (Law), 3+ years experience as a corporate lawyer within a famous foreign company, knowledge of contract, labor, corporate law and etc. The company offers competitive salary (negotiable with the successful candidate) and compensation package.

Chief Investment Analyst (code EG 2054)
Well-known Western FMCG company

University degree (financial), 3+ years on a position of Investment Analyst in foreign company (legal entity) or investment company; excellent analytical and communicative skills, diligence, active, work oriented.

Marketing Director (code VE 2064)
A famous multinational manufacturing FMCG company

University degree in Marketing or Business with a strong emphasis on Marketing, 4+ years of professional experience on a similar position within a big FMCG company, good management skills, team-leading potential. Good command of German is essential.

Our customers offer interesting work and competitive salary.

RECRUITING AGENCY PERSONNEL
Tel. 461 79 72 (serial), E-mail: cv@personnel.kiev.ua

CROSS CLAL INSURANCE CO.LTD

Our client who is a Western finance institution is seeking employees who are highly motivated and ambitious.

FINANCIAL MANAGER BOOK KEEPERS	SALES MANAGER MARKETING MANAGER
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Requirements skills & candidates profile:

- ✓ Preferable background: academic degree in accounting or in economy.
- ✓ management skills and experience.
- ✓ computer surrounding - office (Excel, Word), Outlook.
- ✓ Fluent in English.
- ✓ Age: 30-45.

Requirements & skills:

- ✓ Studies in economy and/or medicine.
- ✓ Fluent in English.
- ✓ Background in sales would be an advantage.
- ✓ Age: 25-35.

We can offer you:

- ◆ Position in a Western finance institution who open branches in the developing market of Ukraine.
- ◆ Organized studies of the insurance and finance business under the responsibility of the company.
- ◆ You are guaranteed a basic salary + commissions.
- ◆ We can offer to the best ones vehicle + bonuses and an advanced studies abroad.

Please forward CV to fax no. (044)294-9825, e-mail: urio@aryeh-ins.co.il Tel.: (044)461-0143

French company's representative office is inviting a

TECHNICAL REPRESENTATIVE

to work on a permanent basis.

Requirements:

- ◆ French or English is a must
- ◆ Knowledge of electrical engineering
- ◆ Knowledge of information technology and software
- ◆ Work experience is preferable

LEGRAND representative office
email: bureau.kiev@legrandelectric.com
website: www.legrand.ua

Senior Accountant

Foyil Securities New Europe is a U.S. owned Investment Bank headquartered in Kyiv, Ukraine providing Investment Banking services in the countries of New Europe. We produce investment research on some 60 companies in New Europe and have an unmatched success record in Corporate Finance and Sales & Trading. We have an immediate opening for an individual to work as a Senior Accountant with the possibility to work at our Headquarters location in Nassau, Bahamas.

The following experience and personal profile is sought:

- CPA with a minimum of 3 years of IAS accounting experience
- Experience with accounting systems such as QuickBooks is a definite plus
- Must be willing to re-locate
- Fluency in English is required.

If you think you have the talent and energy to join our team we want to hear from you.

Please fax/email a detailed resume in English to:

Foyil Securities New Europe
Fax: +380 (44) 494-3002
email: personnel@foyil.com

EU Tacis Health Financing and Management Project employs a Ukrainian healthcare and financing expert full time for two years to act as

UKRAINIAN PROJECT DIRECTOR

The requirements for the successful candidate are:

- a higher level Ukrainian legal degree
- deep knowledge on the Ukrainian health care system
- experience of working with legal issues and law development

Former experience in foreign technical assistance projects, project management, basic skills in English language and skills to use normal IT tools is considered an asset.

The responsibilities of the Ukrainian project director are to:

- draft and comment legal document related to healthcare, healthcare financing and social security.
- co-ordinate and mediate the work of the local and international experts on legal issues
- keep contacts with the parties taking part in the EU technical assistance project in Kyiv and in pilot regions.

CVs and applications including the salary request and contact information should be sent to the following e-mail address: atkol@l.com.ua no later than 12, February 2004.

Representative office of company "Ranbaxy Laboratories Limited" is looking for

PLANNING MANAGER

Successful candidates must have:

- ▶ experience in planning and logistics;
- ▶ good knowledge of customs legislation;
- ▶ high education;
- ▶ fluent English, PC

Kindly send your CV to isavchenko@ranbaxy.kiev.ua

DFID **URLP** **ADAS**

The Ukraine Rural Livelihoods Programme (URLP) is a British funded project aimed at achieving sustainable improvements in the livelihoods of rural people in Ukraine. The programme is implemented by Ukrainian organizations under the direction of ADAS International Ltd. The project has a vacancy for -

BOOKKEEPER

The Bookkeeper will work in the Programme Management Unit based in Kyiv. Candidates should be English speaking, have minimum of one-year Ukrainian accounting experience and be computer literate (knowledge of Excel is a must). Experience of working in Western-style office environment is preferred.

Applications should be in English and consist of curriculum vitae and a covering e-mail letter. The applications are to be submitted to pmu@urlp.org.ua by 16 February 2004

Centre of Strategic Projects

The organization for economic research and investment projects development is inviting qualified candidates for the positions of:

- HEAD OF DEPARTMENT for Strategic and Financial Planning
- FINANCIAL ANALYST with Department for Strategic and Financial Planning
- PROJECT-MANAGER
- LAWYER
- SPECIALIST in foreign economic relations

DETAILED INFORMATION ON WWW.ISI.ORG.UA

BUSINESS-MASTER RECRUITING

Personnel for Your success

HR director (international concern)
Higher education, work experience in personnel management in western company, knowledge of all tasks in the field of HR management, readiness to move. Fluent English, age - 25-40.
E-mail your CV (code HR -322)

Sales and Marketing Director
Higher education, work experience in similar position in western company, understanding of direct selling methods, analytical skills, charismatic leader, fluent English, age 30 to 45.
E-mail your CV (code SD -859)

Regional manager
Higher education, 2+ years work experience (in FMCG distribution), development and supervision of regional direct distribution chain in Central, Western, Northern and Southern Ukraine.
E-mail your CV (code RM-107)

Director of advertising sales
Higher education, successful work experience in advertising sales and media planning, managerial skills, successfully completed projects, English is preferable, age 30 to 40.
E-mail your CV (code GM -232)

Social work director (international concern)
Higher education, work experience in similar position in western company, successful managerial experience, higher professional ambitions, readiness to move, fluent English, age - up to 40.
E-mail your CV (code SWD-323)

228 18 28
496 08 53
e-mail: office@bmr.com.ua
www.business-master.net

FOCUS ON YOUR CORE BUSINESS, LET US DO THE REST!

BRAIN SOURCE INTERNATIONAL

We select the best. We need:

Our client, a very reputable company with a strong position on financial services market in Ukraine, is currently looking to hire

→ LIFE INSURANCE PROJECT MANAGER

to develop and manage the new arm of business.

Requirements:

- University Degree in Finance/Economics/Marketing
- At least 2 years experience in life insurance, preferably gained in international setting
- Strong project management skills
- Very good social skills
- Fluent in Ukrainian, Russian and English
- Entrepreneurial and results oriented

Very attractive package will be provided for the right person.

Please send all your applications to ak@brain-source.com

«Brain Source International Ltd»

Tel/Fax: (044) 531 98 84 Email: info.ukraine@brain-source.com
www.brain-source.com



ProCredit Bank is one of the leading banks for small and medium enterprises in Ukraine. The Bank belongs to an international network of 16 banks. Our shareholders are international financial institutes. Due to the successful development of our business we are looking for:

Treasurer in Treasury Department

Primary Responsibilities:

- o All kind of Treasury Operations
- o Short-term Liquidity management
- o Financial reporting for NBU

Requirements:

- o Minimum 1 year experience in all kind of Treasury Operations (F/X, MM, CASH and non-trade operations etc)
- o Minimum 1 year experience in assets-liabilities management in bank with advanced branch network
- o Strong knowledge of economic requirements by National Bank of Ukraine
- o University Degree (MBA is preferred)
- o Communications skills
- o Fluent English

Currency Control / International relationship Manager

Requirements:

- o Degree in Economics or business related field
- o Minimum 3 year experience in currency control procedures
- o Good understanding and working experience with international and domestic guarantees, letters of credit and foreign collections
- o Knowledge of international and Ukrainian currency control regulations
- o Good command of English is required (Knowledge of other foreign languages would be a plus)
- o Accuracy, responsibility, diligence

ProCredit Bank is a young bank with highly qualified national and international experts. These positions offer the right candidates an opportunity to work in a dynamic, experienced and professional team.

Please send your CV to email: staff@procreditbank.com.ua, fax (044) 490-60-81

www.procreditbank.com.ua

The Best and the Brightest Deloitte.

a leading professional services firm recognized by Billboard Magazine as an "Employer of Choice" has a vacancy

Deloitte, a leading audit, tax and legal, consulting firm has an excellent opportunity for qualified professionals for the position of:

TAX CONSULTANT

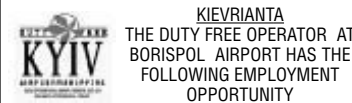
Candidates should possess the following:

- minimum two years experience in the area of tax consulting, accounting & bookkeeping
- strong knowledge of Ukrainian and International corporate and tax laws and practices
- good command of English, Ukrainian and Russian
- communication, presentation and interpersonal skills

Are you looking to advance your career as a tax and legal professional by joining the fastest growing accounting, audit, tax and legal firm through contributing your knowledge, expertise, and leadership in taxation and law in exchange for professional development and career growth with a global leader in audit, tax and legal, consulting services?

Please fax your resume to (044) 490 90 01
or e-mail: career@deloitte.com.ua
or deliver it to Business-Center 'Kyiv-Donbas',
42/4 Pushkinska St., Kyiv 01004

for attention of Karl Gessner by 13 February 2004.
Short listed candidates will be invited for an interview



KIEVRIANTA
THE DUTY FREE OPERATOR AT
BORISPOL AIRPORT HAS THE
FOLLOWING EMPLOYMENT
OPPORTUNITY

RETAIL PURCHASING MANAGER (ALCOHOL)

- ⇒ Purchasing experience
- ⇒ Fluent English
- ⇒ Computer skills
- ⇒ Strong interpersonal skills
- ⇒ Knowledge of the alcohol industry would be an advantage
- ⇒ Responsible, Hard-working, and Highly-motivated person
- ⇒ Salary dependent on experience

Please fax your CV in English to: 295-67-63
or send it to our E-mail box:
natalia.rudovska@kievrianta.com.ua
Deadline for submissions of applications is
February, the 2, 2004

Kyiv International School
is looking for

BUSINESS OFFICE ASSISTANT

Requirements:

- ▶ University degree in Accounting/ Finance;
- ▶ Solid administrative and financial management experience;
- ▶ Excellent written and spoken English, Ukrainian;
- ▶ Excellent interpersonal and communication skills;
- ▶ Excellent knowledge of Microsoft Word, Excel and Access;
- ▶ Previous experience with Western company or organization a plus.

Fax: 452-29-98
E-mail: natalyahaschenko@qsi.org
Deadline for submitting your CV:
17 February 04

Well-known international company, which guarantees its clients reliable and quick logistics solutions within and outside Ukraine, announces a vacancy of:

FREIGHT PRODUCTION MANAGER

Work on this position involves management, coordination and development of road and air transport operations in Ukraine. Together with a cross-functional team you would be involved in the development and launch of the new solutions for our clients. Being a manager of one of the operational units you will be supported by a team of specialists throughout Ukraine.

Requirements to a candidate:

- 5-7 years of managerial experience in freight industry
- Experience in the development of the freight business infrastructure
- Knowledge of the local and international markets of freight services
- Experience of building long-term relationships with carriers
- Working knowledge of legislation influencing freight services
- Fluent English, Russian and Ukrainian

Please send your CV to: Freight_manager@ukr.net



WORLD BANK

Service Delivery Satisfaction Survey

Procurement Announcement

The World Bank is seeking a firm or company to oversee the facilitation of a survey in six (6) cities in Ukraine pertaining to service delivery satisfaction in a number of different sectors - public safety, education, transportation, housing, utility provision, etc. The overall purpose of this survey is to collect detailed information on the current quality, effectiveness and integrity of the services provided by the municipal agencies and to generate policy recommendations to push for local government reforms. This assignment, associated with the People's Voice project, is facilitated under the auspices of the World Bank, with funding provided by the Canadian government. The main focus of this assignment will be the facilitation of a service delivery survey with a sample of five hundred (500) citizens in six (6) cities that will be determined by the World Bank. This will include:

- development of a survey questionnaire based upon meetings with project stakeholders;
- facilitation of focus groups with local project stakeholders to determine the feasibility of the questionnaire and whether additional questions are required;
- training for local facilitators/interviewers that will help facilitate the survey;
- data processing and generation of preliminary (quantifiable) results;
- facilitation of follow-up focus groups to discuss trends, request clarifications and identify serious service delivery issues; and
- completion of a report for each of the cities as well as a comparative report.

Required Qualifications

The Consultant should have at least three (3) years of experience in Ukraine facilitating research of this kind related to service satisfaction trends. Specifically, they should have:

- demonstrated the capacity to facilitate a survey with a similar sample size;
- experience in working at the regional level, either by providing training and supervision of local initiatives and/or sub-contracting services;
- developed similar reports that have provided both quantitative information using graphs and charts and qualitative analytical information concerning trends and recommendations; and
- a lead project manager assigned that is fluent in both English and Ukrainian and has experience managing similar assignments.

Interested firms should submit their expressions of interest along with supporting materials to World Bank no later than Friday, February 20th, 2004 to the attention of:

Ms. Kazuko Ogawa, Senior Country Officer
The World Bank, Regional Office for Ukraine, Belarus and Moldova
2 Lysenko St., Kyiv, 01034, Ukraine
tel: 380-44-490-6671/72, fax: 380-44-490-6670
Email: kogawa@worldbank.org

The Group of Companies, represented by **Bnt Consulting GmbH**, has been successful in Western Europe for more than 100 years. For the conversion of our investment strategy in the Ukraine we are looking for a

GENERAL MANAGER

During the start-up phase he / she shall manage our Ukrainian subsidiary with a small efficient team. The main task will be the safeguarding of our interests in Joint Ventures.

We are turning to efficient and regionally mobile applicants who have got university degrees in if possible technically orientated subjects (chemistry, process engineering, mechanical engineering, mining) and a knowledge of business administration. In the course of their professional experience, which has lasted for several years, they have successfully demonstrated their leadership and management abilities. Applicants should have a good command of English or German. Absolute loyalty is a prerequisite.

Please send us all your application documents (CV, photo, training certificates and professional testimonials) and your salary expectations until February 27th, 2004, to

Kyiv 01024 P.O. Box 117

Kyiv	● \$95
Ukraine	● \$145
outside Ukraine	● \$195