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By Fax or Phone

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Deadline

The deadline for Thursday Employment ads in the Post is one week before publication.

Payment

Pre-payment is required in all cases.

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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- ◆ **Finance Director** (for telecommunication company)
- ◆ **Purchasing Manager** (industrial equipment and materials)
- ◆ **Sales Representative** (dental products, experience in pharma or similar business, doctor's degree)
- ◆ **Transport Lubricants Sales Manager** (experience in oil, petroleum, lubricants, industrial or FMCG sphere)
- ◆ **Marketing Assistant** (industrial sector, technical degree is a must, marketing experience)
- ◆ **Financial Controller** (1 year project, relevant experience with international company)
- ◆ **Business Developer for Metal Products** (knowledge of Metal product producers and suppliers)

RECRUITMENT
PERSONNEL AUDIT
ASSESSMENT/
DEVELOPMENT
CENTERS
OUTSTAFFING
STAFF LEASING
OUTPLACEMENT

For all vacancies English is a must

Hot vacancies at: www.powerfact.com.ua**UMC JOB OFFERS**

There's never been a more exciting time to join Ukraine's leading mobile communications company. The mobile market in Ukraine is one of the fastest growing and UMC is revolutionising the way people communicate. With over 4 million customers, we're firmly established as Ukraine's No. 1 mobile operator. UMC strives to be the dream workplace for top professionals.

Marketing and Sales**Customer Development Manager****Summary:**

Developing a deep customer understanding and aligning the Company to deliver value to customer based on this understanding.

Requirements:

- ☐ Experience in consumer marketing and/or CRM programs, preferable in telecommunications;
- ☐ Higher education, preferable in economics;
- ☐ Excellent interpersonal and communication skills;
- ☐ Analytical and presentation skills;
- ☐ Strong team player;
- ☐ Fluent English.

Marketing Analyst**Job Summary:**

Analysis of customer base, business cases development and analysis, segmentation.

Requirements:

- ☐ Higher Economic or Technical education;
- ☐ Relevant business analysis experience - not less than 2 years;
- ☐ Outstanding analytical skills;
- ☐ Advanced PC skills: MS Access, Excel, PowerPoint, Word;
- ☐ Fluent English.

Technical and IS**Head of Project Management Department****Summary:**

To assure overall coordination between the projects and efficient utilization of all available resources.

To assure a qualitative level of management of the projects in order to execute project completion within agreed time, budget and quality.

Requirements:

- ☐ Higher IT or a comparable education;
- ☐ Adequate professional training level in various aspects of a telecommunication/IT infrastructure, Project Management methods and tools, Change Management;
- ☐ Experience as a manager of IT or technical projects - minimum 4 years;
- ☐ Good organization and planning skills;
- ☐ Good leadership, interpersonal and communication skills;
- ☐ Professional PC skills;
- ☐ Fluent English.

Project Manager**Summary:**

To manage projects and to meet project targets within budget, time and according to specifications.

Requirements:

- ☐ Higher IT or a comparable education;
- ☐ Adequate professional training level in various aspects of a telecommunication/IT infrastructure, Project Management methods and tools;
- ☐ Experience as a manager of IT or technical projects - minimum 2 years;
- ☐ Good organization and planning skills;
- ☐ Good interpersonal and communication skills;
- ☐ Professional PC skills;
- ☐ English: technical reading is required, writing and speaking is highly desirable.

Test engineer**Summary:**

Structured testing of developed software to assure its quality.

Requirements:

- ☐ Higher degree in IT / Computer Science or a comparable education;
- ☐ Basic UNIX knowledge;
- ☐ Database knowledge on working level, fluent SQL;
- ☐ Practical knowledge with ORACLE RDBMS;
- ☐ Working experience with automated testing tools;
- ☐ Knowledge of testing methodology;
- ☐ Experience in telecommunications environment is appreciated;
- ☐ English: technical reading.

System Analyst**Summary:**

Participation in designing of the system landscape in a complex IT environment
System or project analysis and a leading role in system development & implementation.

General requirements:

- ☐ Higher degree in IT / Computer Science or a comparable education;
- ☐ Database objects modeling, fluent SQL;
- ☐ Practical knowledge with ORACLE RDBMS
- ☐ Practical experience of integration of different IS
- ☐ Project management capabilities
- ☐ Experience in telecommunications environment is appreciated;
- ☐ English: technical reading is required, writing and speaking is desirable

Specific requirements for Data Warehouse analyst:

- ☐ Strong mathematical background;
- ☐ Experience in statistical analysis;
- ☐ Basic UNIX knowledge;
- ☐ Practical SQL, PL/SQL knowledge;
- ☐ Experience with data warehouse technology.

Specific requirements for Billing System analyst:

- ☐ Fluent UNIX, its philosophy;
- ☐ UNIX scripting;
- ☐ C++ knowledge;

Specific requirements for CRM/SCM analyst:

- ☐ Working experience in CRM/SCM system development;
- ☐ Basic UNIX knowledge;
- ☐ Experience in web-based technologies.

Head of IP Network Development Department**Summary:**

To assure qualified management of UMC activities concerning the development and implementation of new IP services and belonging network infrastructure.

Requirements:

- ☐ High degree in IT / Computer Science or a comparable education;
- ☐ Adequate professional training level in various aspects of a telecommunication/IT infrastructure, Personnel Management;
- ☐ Management experience in a telecommunication/IP - during at least 2 years;
- ☐ Good organization and planning skills;
- ☐ Good leadership, interpersonal and communication skills;
- ☐ Fluent English.

Leading hardware engineer**Summary:**

To manage planning, development and implementation of the service platform and network infrastructure.

Requirements:

- ☐ High degree in IT or a comparable technical education;
- ☐ Adequate professional training level in various aspects of a telecommunication/IT infrastructure and system platform;
- ☐ Knowledge of the following platforms and OS: Sun, Cisco, various UNIX, Cisco IOS, cabling network and PBX;
- ☐ Working experience in telecommunication/IT - minimum 3 years;
- ☐ Good organization, planning and analytical skills;
- ☐ Professional PC skills;
- ☐ Intermediate English.

Hardware engineer**Summary:**

Development and implementation of the service platform and network infrastructure.

Requirements:

- ☐ Higher degree, preferably in the IT discipline;
- ☐ Base knowledge of the following platforms and OS: Sun, Cisco, various UNIX, Cisco IOS, cabling network and PBX;
- ☐ Working experience in telecommunication/IT - minimum 3 years;
- ☐ Professional PC skills;
- ☐ Knowledge of technical English.

Leading IP software engineer**Summary:**

To manage planning, development and implementation of IP-based telecommunication services.

Requirements:

- ☐ Higher degree, preferably in the IT discipline;
- ☐ Adequate professional training level in various aspects of a telecommunication/IT infrastructure and system platforms;
- ☐ Working experience in telecommunication/IT - minimum 3 years;
- ☐ Knowledge and experience in using modern software technologies and programming languages such as: UNIX, Perl, Tcl, C, C++, SQL, PL/SQL, Oracle, JavaScript, EJB, ABAP, Java technology, J2EE, PHP, XML, WAP;
- ☐ Good organization, planning and analytical skills;
- ☐ Professional PC skills, Intermediate English.

IP software engineer**Summary:**

Development and implementation of IP-based telecommunication services.

Requirements:

- ☐ Higher degree, preferably in the IT discipline, or a comparable technical education;
- ☐ Adequate professional training level in various aspects of telecommunication/IP services;
- ☐ Knowledge and experience in using modern technologies and programming languages, such as: UNIX, Perl, Tcl, C, C++, SQL, PL/SQL, Oracle, JavaScript, EJB, ABAP, Java technology, J2EE, PHP, XML, WAP;
- ☐ Working experience in of telecommunication/IT - minimum 3 years;
- ☐ Knowledge of technical English.

VAS IN Engineer**Summary:**

Development and implementation of Value Added Telecommunication Services in an Intelligent Network Environment.

Requirements:

- ☐ Higher degree, preferably in the telecommunications discipline;
- ☐ Working experience in a similar position for more than 2 years;
- ☐ Good knowledge of IN-based network standards and infrastructure;
- ☐ Good organization, planning and analytical skills;
- ☐ Professional PC skills, Fluent English.

VAS Engineer**Summary:**

Development and implementation of Value Added Telecommunication Services.

Requirements:

- ☐ Higher degree, preferably in the telecommunications discipline;
- ☐ Working experience in a similar position for more than 2 years;
- ☐ Good knowledge of telecommunication network standards and infrastructure;
- ☐ Good organization, planning and analytical skills;
- ☐ Professional PC skills, Fluent English.

Expert in technical statistics & tendering**Summary:**

Monitoring and reporting of platform capacity utilization.

Preparation of technical requirements for tendering of service platforms.

Requirements:

- ☐ High technical education (Telecommunications);
- ☐ Good knowledge of statistics, reporting and tender performing;
- ☐ Basic finances knowledge;
- ☐ Good organization, planning and analytical skills;
- ☐ Professional PC skills;
- ☐ Fluent English.

Finance**Business Processes Expert****Summary:**

To develop and improve business processes models. Continuous updating of business processes models.

Requirements:

- ☐ Higher economic or technical education;
- ☐ Experience at the similar position - minimum 3 years;
- ☐ Good knowledge of business modeling and description standards;
- ☐ Good interpersonal and communication skills;
- ☐ English: fluent reading, writing and speaking.

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HILL

Roche Diagnostics is a multinational healthcare company. Its technologies, products and services are future-oriented and trendsetting. The diagnostics division holds a significant worldwide market presence with over 6,500 employees and market leadership in many product ranges. In order to maintain the current level of growth in Ukraine and to tap new potentials, we are looking for a:

Head of Management - Diagnostics Sales-oriented, pharmaceuticals or medical sector

You will be responsible for the design and execution of an effective business strategy to safeguard the planned corporate expansion. As the person in charge of sales and marketing in Ukraine, you will support recruiting for your team and set its goals and standards, thus ensuring the achievement of your sales targets. You will work with your staff members to develop new sales and product potentials and personally attend to important key account clients. You will furthermore assure excellent relations with sub-contractors, distributors and

the headquarters in Germany. Regular reporting and documentation are required.

You have an university degree in medicine or the natural sciences and several years' successful practice in marketing and sales, preferably in the fields of medical technology or clinical laboratory work. You bring entrepreneurial spirit, communicative strength, and market knowledge into the company, and have gathered experience in staff leadership. Business fluent written and spoken English is required. Your office is

located in Kiev. Travelling is not a problem for you.

We offer you a multifaceted position with excellent perspectives and an attractive salary. Are you a pioneer who would like to accept the challenge in this growth market? Then we should meet. Please send your informative application documents to

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E-mail: cv@hillint.kiev.ua
Elena Shevchuk

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DEVELOPMENT ALTERNATIVES, INC.
an international consulting firm
implementing the USAID-funded BIZPRO project,
is currently seeking qualified candidates
for the positions of

COMMUNICATION SPECIALIST EDITOR (part-time)

Please visit our website www.bizpro.org.ua (Employment section)
for detailed scopes of work and qualification requirements.

Qualified candidates are requested
to submit their resumes by May 31st, 2004
by fax: 568 59 39 or via e-mail: jobs@dai.kiev.ua
In the subject of your email or fax please indicate
the name of the position you are applying for.
NO TELEPHONE INQUIRIES WILL BE ACCEPTED



HRS - The leading provider of IT solutions to the Hospitality Industry. Due to our expansion in Ukraine we are looking for the following professionals:

TECHNICAL STAFF

Requirements: Technical education, minimum two years work experience, English and strong communication/presentation skills, capacity to learn quickly and willingness to travel, hospitality background is a major advantage.

We offer a competitive compensation package, professional skills development and excellent career opportunities. Full training will be provided.

E-mail: vkopylova@hrs.ru



**WE SEARCH – YOU WIN.
WE ARE SEARCHING FOR:**

Technical Sales Consultant (3 positions - Logistics / Finances / Production) (code BV 2100) Famous multinational company, one of the leaders in Hi-Tech sphere

University degree, 2+ years of professional experience within logistics/financial/production department, strong working experience with ERP-system, strong experience with computer applications, can successfully consult on installations of software and perform basic tuning activities, ready to travel.

Purchasing Manager (code EGR 2119) A well-known FMCG company

University degree, 2+ years of professional experience as Purchasing Manager in a foreign or big Ukrainian company (food industry is desirable), work with foreign partners, working knowledge of business process, excellent analytic, communication and negotiation skills, energetic and work oriented; good command of both spoken and written English.

Brand Manager (code EG 2117) Major Ukrainian food-processing company, holding a leading position in the food industry for years

University degree (Marketing is preferred), professional experience in creating and developing FMCG brand in a foreign or big Ukrainian company, excellent knowledge of Ukrainian FMCG market patterns, creative thinker, team player.

Product Sales Representative (Hi-Tech) (code BV 2101)

University degree, 2+ years of professional experience as Sales Representative / Sales Manager / Project Manager (hi-tech products), working experience with ERP-system (EFAS, Sun Systems, JD Edwards, Oracle, SAP R/3 or others), knowledge of business processes, good command of both spoken and written English, readiness for business trips.

Our customers offer interesting work and competitive salary.
All applications will be handled in strict confidence.

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

DFID

Department for
International
Development

UKRAINE TRADE POLICY PROJECT

The British Government funded Ukraine Trade Policy Project works closely with the Government of Ukraine on issues related to Ukraine's WTO accession and trade liberalisation. We are now seeking to recruit a full time national project manager and several part-time translators/interpreters. These are challenging posts for people with the relevant skills and experience.

NATIONAL PROJECT MANAGER (Reference NPM)

Specific duties will include:

- ensuring an effective interface between international and local management of the project;
- contributing to the strategic planning of the project and acting upon the advice and recommendations of the Project Steering Committee;
- ensuring the integration of all project activities;
- financial management;
- working with the government of Ukraine and donors active in the trade sector to co-ordinate activities;
- reporting and reviewing project implementation.

Requirements

- Degree level education, preferably in a relevant discipline;
- Excellent knowledge or experience of issues related to Ukraine's WTO accession process and trade policy;
- Excellent oral and written communications skills in English and Russian/Ukrainian, including ability to draft a variety of reports and to articulate ideas in a clear, concise style.;
- Ability to work on own initiative;
- Practical experience in working with central administrations, senior government officials, civil sector and donor organisations;
- Good project management skills, including administrative and financial aspects;
- Full proficiency with basic computer applications e.g. word processing, graphics software, spreadsheets and other statistical applications, Internet, etc.

PART TIME INTERPRETERS/TRANSLATORS (Reference PTI)

Specific duties will include:

- Consecutive and simultaneous oral translation from/to English, Ukrainian/Russian;
- Written translations from/to English, Ukrainian/Russian.

Requirements

- Degree level education in a relevant discipline;
- Excellent knowledge or experience of issues related to Ukraine's WTO accession process and trade policy and relevant terminology;
- Computer literate, with excellent oral and written communications skills in Russian/Ukrainian and English.

Applications in English, including a brief covering letter, a detailed CV and details of three professional references should be sent via email to ukrainetrade@htspe.com

Closing date for applications Friday 4th June 2004.



is currently recruiting for the following positions in its Kyiv office:

- **Project Manager**
- **Assistant Project Manager**
- **Attorneys**
- **Research Assistants**
- **Web designers/IT specialists**
- **Translators**
- **Project Assistants/Secretaries**

For all positions, English is a must.

Send CVs with cover letter
(only finalists contacted) to:
recruiting@fremont.com.ua

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PROJECT MANAGER

A foreign company seeks a talented project manager, to be employed with a Value Added Services company with a focus on telephony content.

Required qualifications:

- Media related activities
- Proven experience in marketing
- Operations management
- Knowledge of the media and/or cellular market.
- Fluent English.

Interested candidates should forward a CV
(in English only) to:
igor@jump.com.ua, sigal@rag.com



VACANCY ANNOUNCEMENT

Leading foreign bank is looking for:

MANAGER FINANCIAL INSTITUTIONS

Overall job purpose:

Responsible for creating and maintaining the relationship with financial institutions customers within the policies and procedures of the Bank for the Bank's benefit, i.e. is covering all requirements of the Bank with respect to the Financial Institutions business

Education: Higher financial and economical education

Working experience: Minimum three years of banking experience in an international environment

Skills: Analytical, well organized, able to work under pressure and own initiative, perfect communication skills

Language skills: Fluent oral and written English, German is an advantage

ACCOUNT MANAGER

Education: University Degree

Working Experience: At least 2- 3 years relevant banking experience

Skills: Profound knowledge of corporate banking products
Basic credit analysis experience and corporate financials understanding
Excellent communications skills
Customer orientation
Team player

CREDIT RISK ANALYST

Education: High education in economics/finance

Working Experience: At least 2- 3 years relevant banking experience, knowledge in financial analysis, IAS, GAAP, National Accounting, ability to perform market research

*For all positions: computer literacy - Windows, Word, Excel, Lotus, Power Point
language skills - fluent oral and written English, German is an advantage*

Please send all your applications to olena.gavura@rhu-kiev.raiffeisen.at

DFID

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UKRAINE TRADE POLICY PROJECT

The British Government funded Ukraine Trade Policy Project works closely with the (USAID), # \$ # %
Government of Ukraine on issues related to Ukraine's WTO accession and trade liberalisation. % ! % * (-<=):

We are seeking expressions of interest from Ukrainian consultancy companies who can potentially provide us with a pool of short term experts with skills and experience in the following areas:

Ukraine's WTO accession process; WTO Agreements: GATT, GATS, Intellectual Property Rights, Agriculture, SPS, TBT, Subsidies and Countervailing Measures, Safeguards, Agreement on Import Licensing Procedures, Rules and Procedures Governing the Settlement of Disputes; Market Access Issues: Tariffs; Tariff Rate Quotas; Domestic Support; Export Subsidies; Market Protection Mechanisms; The Xew Round of Trade Xegotiations; WTO Dispute Settlement and Procedures; Trade Policy Analyses Tools; Trade Policy Analyses.

Individual assignments would be contracted on a case by case basis and could include: grants@devassoc1.kiev.ua # J (044)248 7385

Undertaking studies on key negotiating and trade policy issues;
Providing advice to Ukraine's trade negotiators on particular issues;
Assisting with technical preparations for negotiations,
Legal analysis, drafting laws and implementing regulations in accordance with Ukraine's WTO commitments

Consultants should have the following profiles:

Degree level education, preferably in a relevant discipline;
Excellent knowledge or experience of issues related to Ukraine's WTO accession process and trade policy
Well developed oral and written communications skills in English and Russian/Ukrainian, including ability to draft a variety of reports and to articulate ideas in a clear, concise styl.;
Ability to work on own initiative;
Practical experience in working with central administrations, senior government officials, civil sector and donor organisations;

Interested organisations should send a brief expression of interest (maximum 4 giving details of:

Company profile and structure
Previous experience
Support and administrative staff
Facilities

This should be accompanied by a selection of CV's for individual consultants demonstrating areas of expertise.

All applications must be in English and should be sent via email quoting reference ukraintrade@htspe.com

Closing date for applications Friday June 2004

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BRITISH EMBASSY, KYIV:
DEFENCE RESETTLEMENT PROJECT ASSISTANT
British Embassy, Kyiv
The Defence Resettlement Project is part of a bilateral defence co operation and assistance programme in Ukraine, Georgia and Moldova. The Project overseas a number of training courses designed to equip defence force personnel to return to civilian life. The British Embassy in Yyiv is seeking to recruit a Project Assistant to ensure that the various training establishments running the courses in all three countries operate to agreed standards of efficiency, effectiveness and financial propriety to maximise the impact of training.
The successful applicant will be qualified and experienced in the field of education/training, a self motivator able to work without supervision, willing to travel and work irregular hours and have good financial and I.T skills as well as excellent English, Ukrainian and Russian.
Further details of duties and responsibilities, as well as the application form, are available from www.britemb.ukraine.net/branches/ This should be completed in English and submitted to resettlement.vacancy.kiev@fco.gov.uk by fax to (44) 490 3662
The deadline for applications is 4pm. Thursday 27 May

DESIGNER WANTED

Requirements:

Experience in magazine design is a must
Excellent organisational and skills
Basic English

We offer:

Excellent career opportunity
Competent compensation package
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Please send your resumes to:
to designerdept@bigmir.net

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