



Organisation pour l'Harmonisation en Afrique du Droit des Affaires
Organization for the Harmonization of Business Law in Africa
Organización para la Armonización en África del Derecho Mercantil
Organização para a Harmonização em África do Direito dos Negócios

COUNCIL OF MINISTERS

CALL FOR EXPRESSION OF INTEREST

**SELECTION OF A FIRM FOR THE PRESELECTION OF APPLICANTS FOR THE RECRUITMENT OF
A PERMANENT SECRETARY FOR THE HARMONIZATION OF BUSINESS LAW IN AFRICA
(OHADA)**

The Organization for the Harmonization of Business Law in Africa (OHADA) is recruiting an internationally renowned human resources firm to assist in the recruitment process of OHADA Permanent Secretary.

The firm mission is to screen the best candidates. Its services include:

1. Publication and inclusion of the public call for applications in the official or private press organs with largest audience in the 17 Member States of OHADA using the most appropriate means;;
2. Centralization and screening of application files following the public call for applications ;
3. Transmission to the Chairman in Office of OHADA Council of Ministers through the Permanent Secretariat of the Organization of the report on the preselection of best candidates together with a short list of three (03) candidates for the final selection.;

Interested firms must provide information indicating that they are qualified to perform the services (brochures, references on the performance of similar contracts, experience in similar conditions, availability of appropriate skills among staff, etc.).

The criteria for drawing up the list of shortlisted firms are as follows:

1. Have relevant and proven experience of at least ten (10) years with at least (05) five years achievements in the area of HR for the benefit of organizations comparable to OHADA
2. Have specific experience in the recruitment of senior staff for an international organization, especially in Africa over the five (5) past years;
3. Have a good experience in developing skills specifications and interview guides or other recruitment tools.

A good knowledge of OHADA and its institutions would be an asset.

Interested firms may obtain further information at the address below from **9:00 am to 3:30 p.m. (GMT+1)**.

Expressions of interest must be submitted in sealed envelope; in four (04) copies including the original and sent **no later than 10 September 2018 at 2 pm (Yaounde, Republic of Cameroon)** to the address below:

Mr Chairman in office of OHADA Council of Ministers in care of OHADA Permanent Secretariat

**Immeuble OHADA, quartier Hippodrome,
Angle Avenues Winston-Churchill & Charles-de-Gaulle, face MINREX
BP 10071 Yaoundé (République du Cameroun)**

Tel.: +237 222 21 09 05 - fax: +237 222 21 67 45 - E-mail: secretariat@ohada.org

The closed fold referred to above must bear prominently, the following mention:

**SELECTION OF A FIRM FOR THE PRESELECTION OF APPLICANTS FOR THE RECRUITMENT OF
A PERMANENT SECRETARY FOR THE HARMONIZATION OF BUSINESS LAW IN AFRICA
(OHADA)**

Libreville, August 20, 2018

The Chairman in office of OHADA Council of Ministers,

Anicet Edgard MBOUBOU-MIYAKOU