



OPCW

Technical Secretariat

International Cooperation and Assistance Division

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ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT

INVITATION TO APPLY FOR TWO RESEARCH FELLOWSHIPS IN ANALYTICAL CHEMISTRY SKILLS DEVELOPMENT TO BE HELD AT THE VERIFIN LABORATORY, FINLAND, IN 2015

1. Purpose of the fellowship

The Technical Secretariat (hereinafter “the Secretariat”) of the Organisation for the Prohibition of Chemical Weapons (OPCW) wishes to invite Member States to nominate two participants for research fellowships “NMR¹ Specialist” and “Synthetic Chemist” for analytical and organic chemistry skills development at the Laboratory of the Finnish Institute for Verification of the Chemical Weapons Convention (VERIFIN) in Finland in 2015. The fellowship will involve the analysis or synthesis of compounds, precursors, degradation products (including metabolites), and by-products of chemical weapons agents.

2. Description of the fellowship

- 2.1 The programme is organised by VERIFIN, and is designed for chemists with relevant practical and theoretical experience in analytical chemistry/bioanalysis or synthetic chemistry. For the first research fellow (“NMR Specialist”), practical experience in analytical chemistry, including sample preparation, as well as a theoretical understanding of nuclear magnetic resonance spectroscopy, is an essential prerequisite. For the second research fellow, (“Synthetic Chemist”), practical experience in organic synthesis and gas chromatography, as well as a theoretical understanding of organic reactions, is an essential prerequisite. The selected research fellows must be prepared to work independently on a designated project. Although VERIFIN will propose the specific focus of the project, candidates may indicate their own areas of interest.
- 2.2 During the practical laboratory component, the first research fellow (“NMR Specialist”) will receive training on sample preparation and analysis methods of compounds related to chemical weapons agents, their precursors, degradation products (including metabolites), and by-products of scheduled chemicals, as well as on the identification and confirmation of such compounds, mainly by nuclear magnetic resonance spectroscopy. The second research fellow (“Synthetic Chemist”) will receive training on synthetic methods and purification of organophosphorus

¹ NMR = nuclear magnetic resonance.



compounds related to precursors, degradation products, and by-products of scheduled chemicals (with special emphasis on synthesis), as well as on the identification and confirmation of such compounds, mainly by gas chromatography and nuclear magnetic resonance spectroscopy. The programme will also include the aspects of quality assurance.

3. Time and duration

The fellowships will be for a duration of six months, starting in the spring of 2015. The exact date of commencement of the fellowships will be mutually agreed upon by the selected research fellows and VERIFIN.

4. Selection of the candidate

Two candidates will be selected for the fellowships offered under this programme. The selection of the candidates will be made before 19 December 2014.

5. Financial assistance

5.1 VERIFIN will provide tutors, equipment, and infrastructure free of charge. The accommodation, daily allowances, travel costs, and medical insurance will be borne by the OPCW.

5.2 In this context, it should be mentioned that VERIFIN will pre-select at least four candidates for the fellowships, the names of whom will be forwarded to the International Cooperation and Assistance Division of the OPCW. The Director-General will select the research fellows to be supported by the OPCW, based on the recommendation of the Review Committee. Applications shall comply with the requirements of the OPCW Internship-Support Programme, details of which are available on the OPCW website (www.opcw.org).

6. Eligibility

The fellowship positions are open to citizens of the Member States of the OPCW (a list of which is available on the OPCW website) that are developing countries or countries with economies in transition. It is intended for relatively young chemists with an academic background and laboratory experience as indicated earlier. The candidate should have practical experience with computers and basic software. A good working knowledge of English is a prerequisite.

7. Application procedure

7.1 Interested candidates should submit their applications on plain paper and should attach the following:

- (a) an up-to-date curriculum vitae;
- (b) an essay (not exceeding 300 words) outlining the objectives the candidate wishes to achieve and the type of work experience he or she hopes to acquire during the period of the fellowship;

- (c) a letter of recommendation from the supervisor of the candidate at the institution where he or she is currently working, indicating how the training will be of benefit to the candidate's present position, institution, and country;
- (d) a completed OPCW Internship-Support Programme application form (attached as the Annex to this Note); and
- (e) a copy of the candidate's valid national passport.

7.2 Applications without valid contact information (including mailing address, fax number, and e-mail address) will not be considered. Applications should be sent by mail or fax directly to VERIFIN by **19 December 2014**. Incomplete applications or those received after the deadline will not be considered. The applicant should also clearly indicate which fellowship programme he/she prefers ("NMR Specialist" or "Synthetic Chemist"). Applications should be sent to the following address:

"NMR Specialist"
Harri Koskela
VERIFIN
Department of Chemistry
P.O. Box 55
FI-00014 University of Helsinki, Finland

E-mail: Harri.T.Koskela@helsinki.fi
Fax: +358 2941 50437

"Synthetic Chemist"
Harri Kiljunen
VERIFIN
Department of Chemistry
P.O. Box 55
FI-00014 University of Helsinki, Finland

E-mail: Harri.Kiljunen@helsinki.fi
Fax: +358 2941 50437

7.3 A copy of the completed OPCW Internship-Support Programme application form should be sent to the respective National Authority to the OPCW, which is to endorse the application and forward it to the relevant Permanent Representation to the OPCW; otherwise, the already endorsed application form should be submitted to VERIFIN. The Permanent Representation should submit the completed form to the International Cooperation and Assistance Division of the OPCW.

7.4 Additional information about this programme may be obtained from Harri Koskela. General information about the activities of VERIFIN is available on the laboratory's website (www.verifin.helsinki.fi).

Annex: Internship-Support Programme Application Form

Annex**INTERNSHIP-SUPPORT PROGRAMME APPLICATION FORM**

The applicant should complete sections 1 – 4 of this form, and send it to the respective National Authority with a request to complete section 5. The respective National Authority should then forward the completed form to the relevant Permanent Representation to the OPCW.

The Permanent Representation should then submit the completed form to the International Cooperation and Assistance Division, OPCW, Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands. The application should be received by the OPCW **no later than 15 January 2015**.

1. PERSONAL INFORMATION			
Family name			
First name(s)			
Address (home)	Street		
	Number	Post code	
	City		
	Country		
Address (work)	Street		
	Number	Post code	
	City		
	Country		
Telephone numbers, including country and city codes	Home		
	Work		
	Mobile		
Fax numbers, including country and city codes	Home		
	Work		
E-mail address	Home		
	Work		
Date of birth	Day	Month	Year
Citizenship			
Passport number			
Date of issue	Day	Month	Year
Expiry date	Day	Month	Year
Place of issue			
Bank details*			
Name of bank			
Address of bank			
Branch			
Account number			
SWIFT code			

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The final instalment of the internship allowance will be transferred to this account.

Profession	
Position within the institution	
State title of previous post(s) held with dates:	
Brief description of your present/ongoing work:	
Have you received financial or other support from OPCW for any activity during the past 36 months?	<input type="checkbox"/> Yes <input type="checkbox"/> No If "yes", please give details
Have you applied for any other support from the OPCW?	<input type="checkbox"/> Yes <input type="checkbox"/> No If "yes", please give details
2. THE INTERNSHIP**	
Title of project:	
Name of institution where internship will be undertaken	
Address of institution	
Contact details of the institution	
Name of host supervisor	
Phone	

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Not applicable.

Fax		
E-mail		
Duration of internship and dates	From:	To:
Bank details of the institution where internship is to be held		
Name of bank		
Address of bank		
Branch		
Account number		
SWIFT code		
Briefly state how your proposed internship is relevant to the OPCW and the Convention and will benefit your present work, your institution, and your country:		
Please attach (separately) a copy of your detailed internship proposal including timelines.		
3. SUPPORTING DOCUMENTATION		
Applications will not be accepted without all of the following:		
<ul style="list-style-type: none"> • statement from the receiving institution that the intern has been accepted;^{**} • statement from the intern's present supervisor confirming he/she will be granted leave to assume the internship; • photocopies of relevant pages from the intern's passport; and an updated curriculum vitae of the intern. 		
4. SIGNATURE (HEAD OF APPLICANT INSTITUTION)		
Signature:		Date:
5. COMMENTS/RECOMMENDATION BY NATIONAL AUTHORITY		
6. COMMENTS/RECOMMENDATION BY THE PERMANENT REPRESENTATION TO THE OPCW		

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Not applicable.