Internship in the Forensic Unit

06-10-2014 Job Opportunity

Location: Headquarters

The ICRC’s Forensic Unit offers one paid internship at its headquarters in Geneva. The internship should begin in January of each year for a period of 12 months.

Application files should include the following elements in English:

- A cover letter, not exceeding 600 words, indicating:
  - Why the applicant is interested in an internship with the ICRC Forensic Unit
  - The applicant’s long-term career goals
  - Exact dates of availability

- One letter of reference.

- A complete CV, which indicates in particular:
  - Educational background, including degrees obtained, fields of study and any particular areas of emphasis or research
  - Professional experience, especially as related to forensic investigations of violations of human rights or humanitarian law
  - Language skills
  - Computer and IT skills
  - The names and contact details of two additional references

Tasks and responsibilities

The intern should support the Forensic Unit in the promotion and continued development of the Ante-mortem/Post-mortem Database (AMPM) and associated
documentation and standard reporting forms. The AMPM is an electronic data management tool developed by the ICRC for use by individuals and organizations involved in the collection, organization, validation, archival and analysis of data on missing persons and unidentified remains. The intern's responsibilities will include:

- interacting with external stakeholders on the implementation and functioning of the AMPM;
- serving as a focal person in tracking users of the AMPM and identifying aspects in need of improvement;
- liaising with ICRC IT personnel and an external software developer regarding enhancements to the AMPM;
- qualitatively analyzing key functionalities and proposing changes and improvements to the AMPM; and
- developing promotional tools.

The intern should also provide support to the Forensic Unit in organizing training courses and in general aspects of daily work. Written (internal, ad-hoc, email) and oral reporting will be required.

**Minimum required training and experience**

- Degree in forensic sciences, health sciences, physical anthropology or related studies, equivalent to a Bachelor's degree.
- Knowledge of skeletal analysis and human identification.
- Good computer skills (Windows OS, Microsoft Office Suite, etc.).
- Proven experience working with data analysis and databases.
- Fluency in English is required. Fluency in Spanish and French are an asset.

**Desired skills and profile**

- Well organized and diligent.
- Able to work under pressure in rapidly changing (emergency) circumstances.
- Good predisposition to working in a team.
- Able to work independently and autonomously when required.
- Knowledge of Russian or Arabic an asset.
- Teaching/training experience an asset.
- Graduate degree an asset.
- Familiarity with human rights law and humanitarian law an asset.

Application deadline: 7 November 2014.

Applications should be submitted via email to info_internship@icrc.org no later than 7 November each calendar year. Emails should clearly state "Internship Forensic
Unit" in the subject line. The selection process will take place November. Only those applicants under consideration will be contacted regarding their application. Candidates must be available for a phone interview, which will take place in English.