



ASEAN Plus Three Emergency Rice Reserve (APTERR)

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APTERR Council
(Distribution list attached)

Dear Sir/Madam,

Subject: Recruitment of the General Manager of the APTERR Secretariat

As the tenure of the current General Manager (GM) of the APTERR Secretariat is set to be terminated on 10 May 2022, the process of recruitment of the new GM is required to prepare and proceed by 2021 in conformity with the Guidelines on the APTERR Executive Recruitment Procedures.

Thus, the APTERR Secretariat is pleased to inform you that the GM vacancy announcement will be posted on the APTERR website on 2 August 2021. In line with the aforementioned Guidelines, the APTERR Secretariat would like to request the APTERR Parties to support this recruitment process as follows;

1. Post the GM vacancy announcement on your organisation's website. Kindly place URL <https://www.apterr.org/vacancy-announcement> on your promulgation in order to redirect the applicants to apply for the position via the APTERR website;
2. Nominate one personnel as your country representative to be the Selection Board to take charge of shortlisting the candidates to be submitted to the Council for an interview, selecting, and appointment of the GM as reflected in the Guidelines. Please submit the name including his/her contact details to the APTERR Secretariat by 13 September 2021.

The Guidelines on the APTERR Executive Recruitment Procedures and the GM vacancy announcement have been enclosed herewith for your information. Should there be further queries on this matter, please do not hesitate to contact the APTERR Secretariat.

Thank you for your continued support and kind cooperation.

Yours sincerely,

Chanpithya Shimpalee
General Manager

Encl.: 1. The Guidelines on the APTERR Executive Recruitment Procedures
2. The GM vacancy announcement