

# Asset Recovery Specialist, Green Corruption Programme

Place of work:	Quito, Ecuador
Employment rate:	40 hours per week
Start date:	As soon as possible
Contract type:	19 months, local field staff service contract
Other requirements:	Fluency or excellent proficiency in Spanish; Ecuadorian citizenship or valid permit to work in Ecuador

## Basel Institute on Governance

The Basel Institute on Governance is an international and independent not-for-profit organisation working worldwide with the public and private sector to counter corruption and other financial crimes and to improve the quality of governance. As a Swiss foundation with headquarters in Basel, the Basel Institute maintains field operations in Africa, Eastern Europe, Southeast Asia and Latin America. The Basel Institute is an Associated Institute of the University of Basel.

The Basel Institute's Green Corruption Programme focuses on applying our in-house expertise and experience in relation to the prevention of corruption and the enforcement of anti-corruption and anti-money laundering standards to the environmental sector. The Programme covers corruption and financial crime related to the illegal trade in wildlife, forestry and timber and marine products, and mining.

## Job description

As a local field staff of the Basel Institute, the objective of this assignment is to provide assistance to specialised prosecutors in charge of Ecuador's environmental crime investigations. It will include support on technical and legal issues related to the organisation of investigation files, preparation of databases, processing and analysis of information, drafting of documents and reports, as well as legal and administrative support for criminal and asset tracing investigations.

## Key responsibilities

- Accompany the specialised prosecutor's office in charge of environmental crimes in asset recovery-related case work
- Collect information on key cases and organise investigation folders
- Read, analyse and summarise key cases
- Develop data repositories

- Draft legal and management documents
- Prepare and review reports
- Participate in working groups with specialised prosecutors in charge of the recovery of assets in environmental crimes

## **Qualifications and skills**

- Bachelor's degree in law
- Proven knowledge and experience in criminal matters and criminal procedure (preferably in public institutions such as the Ministerio Público or the Judiciary)
- Excellent writing skills
- Good knowledge of Microsoft Excel
- Proactivity and ability to work in a team and under pressure
- A service-oriented profile; ability to listen to the needs of the beneficiaries is essential
- Fluency or excellent proficiency in Spanish
- English for this position is not essential but is a strong advantage

## **Offer**

We offer an interesting and rewarding working environment with a proactive, dynamic and international team spirit. The work is both routine and varied, and offers scope for initiative and innovation. The salary is competitive.

## **Application**

Please send your written application (CV, letter of motivation, reference letters and contact details of three professional references; all documents merged in a single PDF file), at your earliest convenience, but no later than **20 January 2023** by email to:

**[application@baselgovernance.org](mailto:application@baselgovernance.org)**

For further information regarding contractual arrangements please contact

[hr@baselgovernance.org](mailto:hr@baselgovernance.org)

## ***Equal opportunity employer***

*The Basel Institute is an equal opportunity employer. It does not discriminate on the basis of race, religion, colour, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental disability, national origin, veteran status or any other basis covered by appropriate law. All employment is decided on the basis of qualifications, merit, and business need.*