

**NOTE BY THE TECHNICAL SECRETARIAT****INVITATION TO APPLY FOR TWO FELLOWSHIPS  
IN ANALYTICAL CHEMISTRY SKILLS DEVELOPMENT  
TO BE HELD AT THE VERIFIN LABORATORY, FINLAND  
2021 – 2022****1. Purpose of the fellowships**

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 “NMR<sup>1</sup> Specialist” and “Mass Spectrometry 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 2021 – 2022.

**2. Description of the fellowships**

- 2.1 This programme is organised by VERIFIN and is designed for chemists with relevant practical and theoretical experience in analytical chemistry/bioanalysis or NMR. 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 are essential prerequisites. For the second research fellow (“Mass Spectrometry Chemist”), practical experience in analytical chemistry, including sample preparation, and gas and/or liquid chromatography, as well as a theoretical understanding of mass spectrometry, are essential prerequisites. 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, and by-products of selected scheduled chemicals, as well as on structure elucidation of such compounds using nuclear magnetic resonance spectroscopy. The second research fellow (“Mass Spectrometry Chemist”) will receive training on analytical methods and analysis of compounds related to precursors, degradation products, and by-products of scheduled chemicals, as well as on the identification of such compounds. The programme will also include the aspects of quality assurance and work safety.

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<sup>1</sup> NMR = nuclear magnetic resonance spectroscopy



### **3. Time and duration**

The fellowships will be for a duration of six months, starting in the late autumn of 2021 or early 2022. The exact date of commencement of the fellowships will be mutually agreed upon by the selected research fellows and VERIFIN.

### **4. Selection of the candidates**

Two candidates will be selected for the fellowships offered under this programme in two phases. The pre-selection of the candidates will be made before 31 May 2021. The final selection by the OPCW will be made before 10 June 2021. Only selected candidates will be informed by the OPCW.

### **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 covered by the OPCW.

5.2 In this context, it should be mentioned that VERIFIN will pre-select at least four candidates for the fellowships, and their applications 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 Fellowship Programme, details of which are available on the OPCW website ([www.opcw.org](http://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. Candidates should have practical experience with computers and basic software. A good working knowledge of English is a prerequisite. Female candidates are encouraged to apply.

### **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 they hope to acquire during the period of the fellowship;
- (c) a letter of recommendation from the supervisor of the candidate at the institution where they are currently working, indicating how the training will be of benefit to the candidate's present position, institution, and country;

- (d) a completed OPCW Fellowship 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 email address) will not be considered. Applications should be received by VERIFIN by **15 May 2021**. Incomplete applications or those received after the deadline will not be considered. The applicant should also clearly indicate which fellowship programme they prefer ("NMR Specialist" or "Mass Spectrometry Chemist"). Applications should be sent to the following address:

Applications for "NMR Specialist":  
Harri Heikkinen  
VERIFIN  
Department of Chemistry  
P.O. Box 55  
FI-00014 University of Helsinki, Finland  
Email: [Harri.A.Heikkinen@helsinki.fi](mailto:Harri.A.Heikkinen@helsinki.fi)  
Fax: +358 2941 50437

Applications for "Mass Spectrometry Chemist":  
Hanna Hakulinen  
VERIFIN  
Department of Chemistry  
P.O. Box 55  
FI-00014 University of Helsinki, Finland  
Email: [Hanna.Hakulinen@helsinki.fi](mailto:Hanna.Hakulinen@helsinki.fi)  
Tel.: +358 5037 67914

7.3 A copy of the completed OPCW Fellowship Programme application form should be sent to the respective National Authority to the OPCW, which is requested to endorse the application and forward it to the relevant Permanent Representation to the OPCW; the Permanent Representation should then submit the completed form to the Director, International Cooperation and Assistance Division, International Cooperation Branch, OPCW, Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands. Nominations may also be submitted by email to [icb.events@opcw.org](mailto:icb.events@opcw.org). Alternatively, the already endorsed application form should be submitted directly to VERIFIN.

Additional information about this programme may be obtained from Hanna Hakulinen ([hanna.hakulinen@helsinki.fi](mailto:hanna.hakulinen@helsinki.fi)) and Harri Heikkinen ([harri.a.heikkinen@helsinki.fi](mailto:harri.a.heikkinen@helsinki.fi)).

Annex: Fellowship Programme Application Form

## Annex

**FELLOWSHIP PROGRAMME APPLICATION FORM**

The applicant should complete sections 1 – 3 of this form, arrange for the endorsements by the home institution in section 4, and then send the form by **email or fax directly to VERIFIN** and a copy to the respective **National Authority** with a request to complete section 5 **no later than 15 May 2021**.

The respective National Authority should then forward the completed form to the International Cooperation and Assistance Division, OPCW, **email to [icb@opcw.org](mailto:icb@opcw.org)** (directly or through the relevant Permanent Representation). The endorsed application should be received by the OPCW **no later than 15 May 2021**.

**Please type or use BLOCK LETTERS**

<b>1. PERSONAL INFORMATION</b>			
Family name <sup>1</sup>			
First name(s)			
Date of birth	Day	Month	Year
Nationality			
Address (home)	Street		
	Number	Postcode	
	City		
	Country		
Address (work)	Street		
	Number	Postcode	
	City		
	Country		
Telephone and fax numbers, including country and city codes	Home		
	Work		
	Mobile		
	Fax		
Email address	Home		
	Work		
Passport number			
Date of issue	Day	Month	Year
Date of expiry	Day	Month	Year
Place of issue			

<sup>1</sup> Please give the first and family names exactly as they appear in the nominee's passport.



List the most significant publications with titles (do not attach copies):	
Have you received financial or other support from the 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
Bank details (candidate)	
Account number	
Bank name, branch, and address	
IBAN	
SWIFT code	
<b>2. SUPPORTING DOCUMENTATION</b>	
Please attach a separate copy of your detailed fellowship proposal, including background, research and training objectives, work plan, and timelines.	
Applications will not be accepted without both of the following:	
(a) <input type="checkbox"/> Yes <input type="checkbox"/> No	letter from the candidate's present home institution confirming that he/she will be granted leave to undertake the fellowship; and
(b) <input type="checkbox"/> Yes <input type="checkbox"/> No	photocopies of relevant pages from the candidate's valid passport and updated curriculum vitae.
<b>3. SIGNATURE OF THE CANDIDATE</b>	
Date:	
<b>4. SIGNATURE OF THE HEAD OF THE CANDIDATE'S HOME INSTITUTION/ LABORATORY</b>	
Date:	

<b>5. COMMENTS/RECOMMENDATIONS BY THE NATIONAL AUTHORITY OR PERMANENT REPRESENTATION TO THE OPCW</b>
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