

**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 2018****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 “Analytical Chemistry 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 2018. The fellowships will involve the analysis or synthesis of compounds, precursors, degradation products (including metabolites), and by-products of chemical weapons agents.

2. Description of the fellowships

- 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 (“Analytical Chemistry Specialist”), practical experience in analytical chemistry, including sample preparation, as well as a theoretical understanding of mass spectrometry, 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 (“Analytical Chemistry 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 gas chromatography – mass spectrometry or liquid chromatography – mass spectrometry. The second research fellow (“Synthetic Chemist”) will receive training on synthetic methods and purification of 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 and/or liquid 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 autumn of 2018. 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 25 June 2018. The final selection by the OPCW will be made before 15 August 2018. Only successful 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 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, whose 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).

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. 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 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 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 **25 June 2018**. Incomplete applications or those received after the deadline will not be considered. The applicant should also clearly indicate which fellowship programme he/she prefers ("Analytical Chemistry Specialist" or "Synthetic Chemist"). Applications should be sent to the following address:

Applications for "Analytical Chemistry Specialist":

Hanna Lignell
VERIFIN
Department of Chemistry
P.O. Box 55
FI-00014 University of Helsinki, Finland
Email: Hanna.Lignell@helsinki.fi
Fax: +358 2941 50437

Applications for "Synthetic Chemist":

Harri Kiljunen
VERIFIN
Department of Chemistry
P.O. Box 55FI-00014 University of Helsinki, Finland
Email: Harri.Kiljunen@helsinki.fi
Fax: +358 2941 50437

- 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@opcw.org. Alternatively, the already endorsed application form should be submitted directly to VERIFIN.
- 7.4 Additional information about this programme may be obtained from Hanna Lignell at Hanna.Lignell@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 25 June 2018**.

The respective National Authority should then forward the completed form to the International Cooperation and Assistance Division, OPCW, Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands (directly or through the relevant Permanent Representation). The endorsed application should be received by the OPCW **no later than 25 June 2018**.

Please type or use BLOCK LETTERS

1. PERSONAL INFORMATION			
Family name ¹			
First name(s) ¹			
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			

¹

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	
2. SUPPORTING DOCUMENTATION	
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.
3. SIGNATURE OF THE CANDIDATE	
Date:	
4. SIGNATURE OF THE HEAD OF THE CANDIDATE'S HOME INSTITUTION/ LABORATORY	
Date:	

5. COMMENTS/RECOMMENDATION BY THE NATIONAL AUTHORITY OR PERMANENT REPRESENTATION TO THE OPCW