**How to apply:**

The entire application process consists of two parts: **1. online survey** and **2. application form in Word format**. Both parts and all sections of the application form need to be completed before the deadline for the application to be processed.

**First part:** **Online survey** (<https://www.surveymonkey.com/r/onlinehrc30th>) is used to collect information for statistical purposes such as personal data (i.e. name, gender, nationality), contact details, mandate applying for and nominating entity.

**Second part:** **Application form in Word** can be downloaded from <http://www.ohchr.org/EN/HRBodies/SP/Pages/HRC30.aspx>, completed and saved in Word format and then submitted as an attachment by email. Information provided in this form includes a motivation letter of maximum 600 words. The application form should be completed in English only. It will be used as received to prepare the public list of candidates who applied for each vacancy and will be made available to concerned parties, including through the OHCHR public website.

Once fully completed (including Section VII), the application form in Word should be submitted to hrcspecialprocedures@ohchr.org (by email). A maximum of three reference letters can be attached in Word or pdf format to the email (optional). No additional documents such as CVs or lists of publications will be accepted.

**Please note that for Working Group appointments, only citizens of States belonging to the specific regional group are eligible. Please refer to the list of United Nations regional groups of Member States at** [**http://www.un.org/depts/DGACM/RegionalGroups.shtml**](http://www.un.org/depts/DGACM/RegionalGroups.shtml)

* **Application deadline: 7 September 2015 (9 a.m. GMT)**
* No incomplete or late applications will be accepted.
* Shortlisted candidates will be interviewed at a later stage.

General description of the selection process is available at <http://www.ohchr.org/EN/HRBodies/SP/Pages/Nominations.aspx>

In case of technical difficulties, or if encountering problems with accessing or completing the forms, the Secretariat may be contacted by email at hrcspecialprocedures@ohchr.org or fax at + 41 22 917 9008.

**An acknowledgment email will be sent when we receive both parts of the application process, i.e. the data submitted through the online survey and the Word application form by email.**

**Thank you for your interest in the work of the Human Rights Council.**

**I. PERSONAL DATA**

|  |  |
| --- | --- |
| **1. Family name:** MUNTEAN  | **5. Sex:** **[ ]  Male** **[x]  Female** |
| **2. First name:** NICOLETA  | **6. Year of birth:** 1975 |
| **3. Maiden name (if any):**        | **7. Place of birth:** Chisinau, Republic of Moldova |
| **4. Middle name:**        | **8. Nationality (please indicate the nationality that will appear on the public list of candidates):** Republic of Moldova |
|  | **9. Any other nationality:** Romania |

**II. MANDATE - SPECIFIC COMPETENCE / QUALIFICATIONS / KNOWLEDGE**

**NOTE: Please describe why the candidate’s competence / qualifications / knowledge is relevant in relation to the specific mandate:**

1. **QUALIFICATIONS** (200 words)

**Relevant educational qualifications or equivalent professional experience in the field of human rights; good communication skills (i.e. orally and in writing) in one of the six official languages of the United Nations (i.e. Arabic, Chinese, English, French, Russian, Spanish.)**

I graduated high school in 1992, the first year after Moldovan independence. Most of my university education, thanks to scholarships, was received in Western institutions, where I was able to learn values of democracy, human rights and international law.

Thus, I obtained my BA in Political Science in 1996 from University of Central Florida.

In 2001, I have graduated with an MA in International Studies with the focus on Peace and Conflict Research at Uppsala University (Sweden) my thesis focusing on a comparative study of Peace conflicts and peace agreements in Moldova and Northern Ireland.

In 2013, I have completed an LLM in Legal Theory from Vienna University, my thesis focusing on ECHR Article 6 “fair hearings” in criminal proceedings in Moldova and Georgia.

During my studies, I was active in the UN assoications and I participated in student simulated UN General Assemblies and Human Rights Committee.

I worked with human rights related issues as of 1992 and I have enhanced my knowledge in human rights by participating in various trainings, courses, conferences in human rights related issues which I attended.

I have excellent written and verbal communication skills in English, French and Russian. I have some basic knowledge of Spanish.

1. **RELEVANT EXPERTISE** (200 words)

**Knowledge of international human rights instruments, norms and principles. (Please state how this was acquired.)**

**Knowledge of institutional mandates related to the United Nations or other international or regional organizations’ work in the area of human rights. (Please state how this was acquired.)**

**Proven work experience in the field of human rights. (Please state years of experience.)**

My knowledge and expertise in human rights, built and further strengthened by over 20 years of education and experience, started in mass media as early as 1992 with freedom of speech. I have worked with NGOs and UN agencies in Moldova on right to development, freedom of association and economical empowerment. At International Organization of Migration (IOM) in Kosovo and Macedonia, my responsibilities included amongst others, interviewing victims of trafficking and irregular migrants, documentation, reporting and arranging the return and repatriation of these persons.

My responsibilities at the International Criminal Court (ICC) focused on the appropriate investigation of the human rights abuses in Darfur, Democratic Republic of the Congo (DRC), Central African Republic and analysis of abuses in Georgia.

As a Programme Manager at UN Joint Human Rights Office (JHRO) in the DRC and as Human Rights Consultant with OHCHR Moldova I dealt with promotion of equal opportunities for men and women, support to victims of human rights abuses and discrimination. I managed a programme on Access to Justice for victims of sexual violence at JHRO. I was involved in discussions with the Ministries as well as in capacity building activities on human rights, non-discrimination and appropriate access to justice.

1. **ESTABLISHED** **COMPETENCE** (200 words)

**Nationally, regionally or internationally recognized competence related to human rights. (Please explain how such competence was acquired.)**

My human rights related competences focused on protection, prevention, policy making and prosecution of human rights abuses. They range from active listening, victim-friendly interviewing, cultural mediation, accurate documentation and reporting, ability to work under pressure, in areas extending from the former Soviet Union and Balkans to Central Africa (Central African Republic, Uganda, Darfur and the DRC).

My integrity, knowledge, professionalism, belief in in human rights were some of my main assets in advocating for human rights. Cooperation and coordination with governmental and non-governmental actors, donors and international organizations and establishing and maintaining partnerships were crucial when addressing the human rights abuses.

During my experience, which extends from working with non-governmental organizations (NGOs), National Bank of Moldova, UN agencies (OHCHR, UN Women and UNDP), ICC, IOM and OSCE, I dealt with issues ranging from promotion of equal opportunities for men and women, empowerment and economic development, support and assistance to victims of trafficking, advocacy, monitoring and access to justice in the conflict and post-conflict settings.

My daily work involved collection and analysis of information through research and interviewing, reporting and monitoring. Additionally, I enjoyed developing and delivering trainings, works

1. **flexibility/readiness and AVAILABILITY of time** (200 words)

**to perform effectively the functions of the mandate and to respond to its requirements, including participating in Human Rights Council sessions in Geneva and General Assembly sessions in New York, travelling on special procedures visits, drafting reports and engaging with a variety of stakeholders. (Indicate whether candidate can dedicate an estimated total of approx. three months per year to the work of a mandate.)**

I am currently recruited as a Human Rights Mainstream Consultant in an EU project managed by OHCHR in Moldova. This is not a full-time job and involves 16 working days a month. This contracts ends on September 30, 2015 but OHCHR expressed its interest in extending it for a similar number of days or less starting with October 1, 2015. Because of the current contract and assignment, I am flexible and available to carry out assignments up to 3 months as independent expert.

In terms readiness – I am single and un-attached, therefore I would be available to travel on special procedure visits, meetings with stakeholders or Human Rights Councils session in Geneva and New York. I am computer and IT literate, organized and able to draft reports from home or any other place where my travel would take.

Overall, I have the flexibility, readiness and the 3 months per year availability.

**III. Motivation Letter** (600 word limit)

My interest in applying as a member for the Working Group on Enforced or Involuntary Disappearances is three folded. Firstly, I am interested in the thematic area of enforced and/or involuntary disappearance. I am already investigating and denouncing the human rights abuses and I would be interested in continuing my work in this area. Secondly, I have the skills and qualifications in investigation, reporting and communication due to my experience with the International Criminal Court (ICC) where was involved in investigation of crimes in the Central African Republic (CAR), Uganda and Democratic Republic of the Congo (DRC) and with the International Organization for Migration (IOM) where I was involved in interviewing, assistance, return, rehabilitation and repatriation of victims of trafficking in Kosovo and Macedonia. Thirdly, I am interested in the geographical coverage of this assignment - Eastern Europe. I hold the citizenships of two Eastern European states - Republic of Moldova and Romania and I speak two regional languages – Romanian and Russian. This opportunity will help focus attention of the international community to the enforced and involuntary disappearances, that continue taking place in Eastern Europe due to the unresolved frozen conflicts and most recent high profile conflict in Ukraine that threatens regional security, including the one of the bordering countries.

Disappearance of people is often reflected as statistics, numbers. Nevertheless, this is not just about numbers – these are individual stories that raise a number of human rights issues for the individuals, communities/families and the states. If not treated appropriately, it could raise significant security and safety concerns with spillover effect in the long run and may affect the regional balance of a certain area. This issue is interlinked with many other aspects of the social, cultural, economical and political life of a country.

I am a well-educated suitable candidate, knowledgeable and eager to reflect on the current situation of enforced and/or involuntary disappearance in the region. I have strong commitment to human rights and a strong sense of justice. I have high integrity, I am impartial and I am objective.

My experiences in human rights investigation, reporting and communication extend from working with mass-media, IOM, ICC, UN Joint Human Rights Office (JHRO) in the DRC and OHCHR in Moldova. In my various capacities, I dealt with protection of victims, investigation of crimes, monitoring and access to justice in the conflict and post-conflict settings.

At OHCHR Moldova and IOM Kosovo, my responsibilities involved amongst others, interviewing individual cases of alleged violations, systematic documentation and analysis regarding human rights, reporting and monitoring the assistance of the individual cases. As OHCHR Human Rights Mainstream Consultant I am also involved in preparation and review of communications to the relevant treaty bodies (namely ICERD and CEDAW).

At the ICC, my responsibilities included amongst others, profiling of victims and witnesses, interviewing witnesses, documenting statements for the DRC and CAR prosecution and a pre-investigation analysis of the alleged crimes in Georgia. Moreover, I was involved in awareness raising events on gender sensitive interviewing of sexual violence victims promoting specialized knowledge about human rights.

At UN-JHRO in the DRC, as a Programme Manager, I mostly monitored projects within the Access to Justice programme, conducted negotiations with the Ministry of Justice mainly but other also other Government and justice stakeholders and organized activities on mobile courts as well as trainings to law enforcement on access to justice to victims of sexual violence.

Overall, taking into account all of the above, I strongly believe that my expert knowledge, integrity, professionalism, communication, management and other required competencies could be assets for the UN Independent Expert position of the Working Group on Enforced or Involuntary Disappearances.

**IV. LANGUAGES (READ / WRITTEN / SPOKEN)**

**Please indicate all language skills:**

**Mother tongue:** **Romanian**

**Arabic:** Yes or no: **No** If yes,

**Read:** Easily orNot easily:
**Write:** Easily or Not easily: **Speak:** Easily or Not easily:

**Chinese:** Yes or no: **No** If yes,

**Read:** Easily or not easily: **Write:** Easily or not easily: **Speak:** Easily or not easily:

**English:** Yes or no: **Yes** If yes,

**Read:** Easily or not easily: **Easily
Write:** Easily or not easily: **Easily
Speak:** Easily or not easily: **Easily**

**French:** Yes or no: **Yes** If yes,

**Read:** Easily or not easily: **Easily
Write:** Easily or not easily: **Easily
Speak:** Easily or not easily: **Easily**

 **Russian:** Yes or no: **Yes** If yes,

**Read:** Easily or not easily: **Easily
Write:** Easily or not easily: **Easily
Speak:** Easily or not easily: **Easily**

**Spanish:** Yes or no: **Yes** If yes,

**Read:** Easily or not easily: **Not easily
Write:** Easily or not easily: **Not easily
Speak:** Easily or not easily: **Not easily**

**V. EDUCATIONAL RECORD**

**NOTE: Please list the candidate’s academic qualifications (university level and higher).**

|  |  |  |
| --- | --- | --- |
| **Name of degree and name of academic institution:** | **Years of attendance**(provide a range from-to, for example 1999-2003): | **Place and country:** |
| LLM in Legal Theory, Vienna University | 2012-2013 | Vienna, Austria |
| MA in International Studies, Uppsala University | 2001-2002 | Uppsala, Sweden |
| BA in Political Science, University of Central Florida (credits transferred from Moldovan State University attended between 1992-1994) | 1994-1997 | Orlando, Florida, USA |
|       |       |       |

**VI. EMPLOYMENT RECORD**

**NOTE: Please briefly list ALL RELEVANT professional positions held, beginning with the most recent one.**

|  |  |  |
| --- | --- | --- |
| **Name of employer,****functional title,****main functions of position:** | **Years of work**(provide a range from-to, for example 1999-2005): | **Place and country:** |
| OHCHR, Human Rights Mainstream ConsultantMain functions:• Supporting the UN Human Rights Adviser/OHCHR by providing guidance in key methodological areas the work of the Council for Preventing and Combating Discrimination and Ensuring Equality;• Organizing trainings, round tables, meetings with stakeholders, partners and beneficiaries, judges and prosecutors in relation to project’s activities, aimed at combatting discrimination; monitoring the impact of trainings and providing reports concerning changes in policies and practices as a result of activities;• Providing expert inputs, support and guidance in the relevant strategic litigation human rights related areas; • Taking action in support of individual complaints related to gender based and racial discrimination, as well as support in litigation processes for religious communities, human rights NGOs and other vulnerable groups.  | 2015 - present | Moldova |
| OSCE, Gender AdviserMain functions:• Raised awareness on gender; co-ordinated and enhanced the exchange of information and best practices on mainstreaming gender in the human and economic and environmental dimensions (i.e. human trafficking, violence against women including domestic violence, women and sports, economic empowerment of women etc.);• Assisted the OSCE Secretariat, institutions and field operations in implementing gender equality projects; monitored gender activities in the framework of 2004 OSCE Action Plan for the Promotion of Gender Equality and the 2005 Ministerial Decisions;• Conducted gender related trainings (GO Gender Module, Modular training on Gender Mainstreaming, individual coaching and mentorship on gender mainstreaming to the delegations and Secretariat staff). | 2012 | Vienna, Austria |
| UN-Joiny Human Rights Office, Access to Justice for Victims of Sexual Violence Programme, Programme ManagerMain functions:• Undertook the overall responsibility for the implementation and proper functioning of the Access to Justice Programme supporting JHRO, NGOs and the government to combat sexual violence; streamlined project activities to cover the needs of the JHRO offices in the field to improve relations with donors and to speed up project implementation, increased the implementation rate of the projects, trained and coached newly recruited staff, established guidelines for project implementation and secured extensions with additional funds;• Established and maintained close links with and provided guidance to the Sexual Violence Unit of MONUSCO, DRC Government, donors and other international organizations (DPKO, UNFPA, UNICEF, UNDP, EUPOL, EU Delegation, etc) in developing, implementing and mobilizing resources for programmes and projects on combating sexual violence in DRC and eradication of economic root causes;• Included gender as a cross-cutting theme in the ongoing projects and project proposals; contributed to the development of OHCHR Gender Policy and Action Plan.  | 2010-2011 | Kinshasa, DRC |
| ICC, Investigative Division, Associate Victims Expert/Associate InvestigatorMain functions:As Associate Investigator:• Identified and assessed potential witnesses, developed interview outlines and conducted interviews and risk assessments with fact witnesses, expert witnesses and insiders;• Planned and participated in evidence-gathering missions in the Netherlands, Belgium, Italy, Central African Republic (CAR), Democratic Republic of Congo (DRC), Uganda and Rwanda,• Conducted background research required for developing the framework of cooperation with countries where witnesses were located; supported the forensic expert in the use of medical records as corroborative evidence in and the financial expert in the project on exploitation of mineral resources;• Reviewed information provided to the ICC by the Georgian and Russian authorities on the scale, frequency, locations and types of crimes committed in the 2008 South Ossetia War.As Associate Victims Expert:• Conducted research on sexual violence and child conscription for the OTP investigation teams, led the working group on sexual violence which developed the sexual violence questionnaire;• Coordinated training activities (including developing training modules) and expert meetings on child interviewing, examining children in court, cultural awareness, sexual violence;• Drafted internal documents aimed at including gender in the prosecutorial and investigative strategies and sensitized the OTP staff on gender issues; participated in recruitment panels and other working groups of ID.International Organization for Migration (IOM) Kosovo, Pristina, KosovoProject Officer Counter-Trafficking Unit, Focal Point of the Module 2 CARDS Law Enforcement Project in Kosovo• Investigated, coordinated and implemented direct assistance activities (interviewing victims, case management, repatriation and reintegration) of the victims of trafficking (VoT) and their cultural mediation; coordinated shelter providers and relevant counterpart activities regarding protection and assistance including improving livelihoods of the VoT, including development of individually tailored plans for their economic redress; documented, stored and shared knowledge and lessons learnt from project implementation with the broad range of development partners;• Coorganized anti-trafficking activities and events: seminars, trainings, ToT, awareness-raising sessions, exchange visits, regional meetings; developed and delivered individually tailor training modules to NGOs, NATO and Law Enforcement; coordinated and monitored the Regional Irregular Migration Information Campaign in Kosovo (Oct.2002–May 2003), coorganised and cofacilitated a working group at the Kosovo Conference to Combat Trafficking (Oct. 2003);• Provided technical advice and assistance to counter-trafficking personnel and partner organizations (including the UN, government, non-government partners and shelter providers) in referral and assistance mechanisms for the VoT and standard operating procedures; facilitated working groups in prosecution, investigation and judiciary (June 2004–October 2004) and prevention (Feb–April 2005), contributed to drafting the Kosovo Plan of Action in combating trafficking in human beings.Institute for Public Policy (IPP), Chisinau, Moldova Free-lance Researcher • Provided expertise in Transnistrian conflict management and resolution and conducted research in conflict prevention and transformation of intra-state conflicts;• Presented two papers at conferences from June to October 2001; published “Conflicts in Moldova and the Outside World: a Comparative Study”, in “Apararea si Securitatea Nationala a Moldovei” (“National Security and Defence of Moldova”). IPP (Institute for Public Policies), Chisinau, Moldova, 2001.Moldovan Microfinance Alliance (MMA), an NGO set-up by Finances pour le Development Economique et Social (FIDES), Chisinau, Cantemir and Cahul, MoldovaPositions ranging from Project Assistant to Senior Development Officer• Supervised and monitored the Regional Development Officers’ (RDO) performance in Cahul, prepared the work plans and budgets of the Regional Development Centres (RDC); performed activities relating to micro-finance: analysed micro-finance projects in Moldova, selected areas for the projects to be implemented, developed savings and credit associations in Cahul and Cantemir regions;• Provided training to RDOs from Moldova, Romania and Albania; planned and organized meetings between the World Bank, FIDES, Women’s World Banking and other international donors• Participated in drafting the Law on Savings and Credit Associations (SCAs) as well as SCA’s bylaws and their internal regulations; assisted in the set-up of a micro-finance NGO (MMA).Moldovan National Radio, Chisinau, MoldovaRadio Reporter, Youth Department “Modern-Club 805”. \* Investigated youth issues, prepared interviews, reportages and public opinion polls. | 2005-20122002-200520011997-19981992-1994 | The Hague, The NetherlandsPristina, Kosovo with frequent trips to Skopje, MacedoniaChisinau, MoldovaChisinau, Moldova |

**VII. COMPLIANCE WITH ETHICS AND INTEGRITY PROVISIONS
(of Human Rights Council resolution 5/1)
*Section to be completed by the candidate or the nominating entity on his/her behalf.***

**1. To your knowledge, does the candidate have any official, professional, personal, or financial relationships that might cause him/her to limit the extent of their inquiries, to limit disclosure, or to weaken or slant findings in any way? If yes, please explain.**

No

**2. Are there any factors that could either directly or indirectly influence, pressure, threaten, or otherwise affect the candidate’s ability to act independently in discharging his/her mandate? If yes, please explain:**

No

**3. Is there any reason, currently or in that past, that could call into question the candidate’s moral authority and credibility or does the candidate hold any views or opinions that could prejudice the manner in which she/he discharges his mandate? If yes, please explain:**

No

**4. Does the candidate comply with the provisions in paragraph 44 and 46 of the annex to Human Rights Council resolution 5/1?**

***Para. 44: The principle of non-accumulation of human rights functions at a time shall be respected.***

***Para. 46: Individuals holding decision-making positions in Government or in any other organization or entity which may give rise to a conflict of interest with the responsibilities inherent to the mandate shall be excluded. Mandate holders will act in their personal capacity.***

Yes

**5. Should the candidate be appointed as a mandate holder, he/she will have to take measures to comply with paragraphs 44 and 46 of the annex to Council resolution 5/1. In the event that the current occupation or activity, even if unpaid, of the candidate may give rise to a conflict of interest (e.g. if a candidate holds a decision-making position in Government) and/or there is an accumulation of human rights functions (e.g. as a member of another human rights mechanism at the international, regional or national level), necessary measures could include relinquishing positions, occupations or activities. If applicable, please indicate the measures the candidate will take.**

Yes

Should my employer at OHCHR Moldova where I currently act as a Consultant (expiration of the contract being on 30 September 2015, I will terminate the Consultancy Contract in favour of the assignments as independent expert.

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