

Tender clarification

for the Secretariat of vetting the judiciary in Moldova

This tender clarification answers some questions received following the publication of the 'Call for expression of interest for the Secretariat of vetting the judiciary in Moldova'.

With whom is the employment contract to be signed?

Initially, both Moldovan nationals and international candidates will be offered a service contract by CILC The Hague. Once the local legal entity *Fundatia Centrulia International de Cooperare Juridica, Fundatia CILC* is established, Moldovan nationals will be offered the choice between a service contract and an employment contract, which would be signed with the Fundatia.

What is the salary/fee range for different positions?

The salary ranges are based on a competitive market-conform salary/service delivery grid and differ per position. Please find below an indication of the maximum salaries/fees per position:

- ❖ Lot 1 – Head of Secretariat: maximum 7500 EUR gross
- ❖ Lot 2 – Senior analysts/investigators: maximum 9000 EUR gross
- ❖ Lot 3 – Analysts/investigators: maximum 6000 EUR gross
- ❖ Lot 4 – Legal/administrative assistants: maximum 2000 EUR gross
- ❖ Lot 5 – Public relations officer/spokesperson: maximum 2500 EUR gross
- ❖ Lot 6 – ICT administrator: depending on price offer
- ❖ Lot 7 – Translators and interpreters: depending on price offer

Please note: actual remuneration will be based on the qualifications and experience of an applicant in line with the salary grid and employment/assignment policy of the Secretariat.

In which currency is the salary/fee paid?

The salaries/fees are based on a fixed amount in euros. The salary/service delivery grid is also based on euros. Fees of service contracts will be paid in euros by CILC The Hague. In case of employment contracts in time, salaries will be paid via the Fundatia CILC in Moldovan Lei.

Is the salary/fee tax exempted?

The salaries/fees for Secretariat staff are not tax exempted. For employment and service contracts for Moldovan nationals, Fundatia CILC will take responsibility for the taxes in conformity with Moldovan law.

Are medical insurance and pension scheme covered within the salary?

In case of an employment contract with Fundatia CILC, the foundation will take upon itself all legal employer's responsibilities. No additional schemes are included. For service contracts with natural persons, the legally required insurances according to Moldovan law are included. Additional schemes are the responsibility of the service provider.

Is paid leave part of the contract?

For employment contracts, the minimum paid leave as dictated by Moldovan law will be part of the contract. For service contracts, no paid leave is included.