

Overview of ILO Recruitment Practices for Professional Staff since 2008

Recruitment, Assignment and Placement System (RAPS)

1. Introduction:

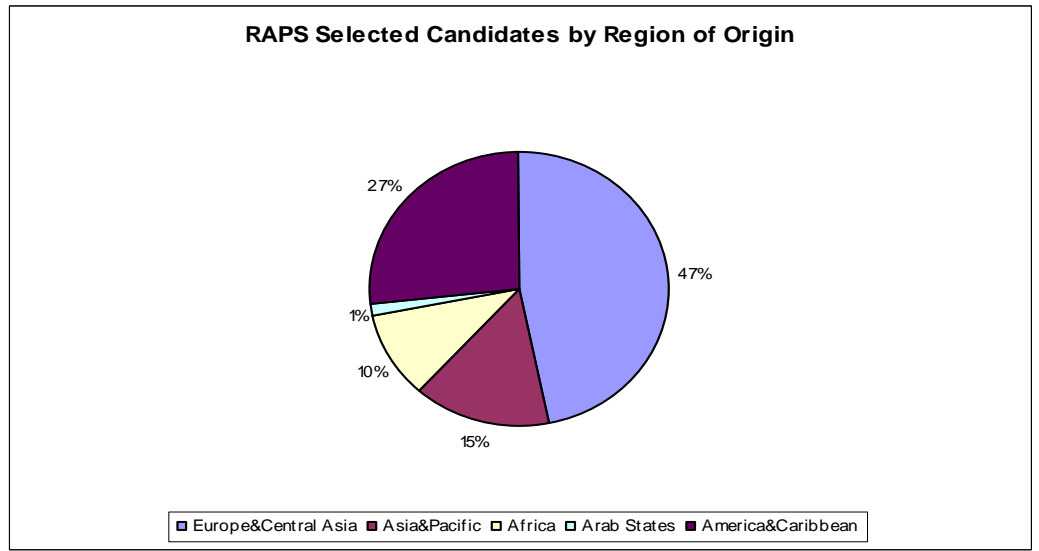
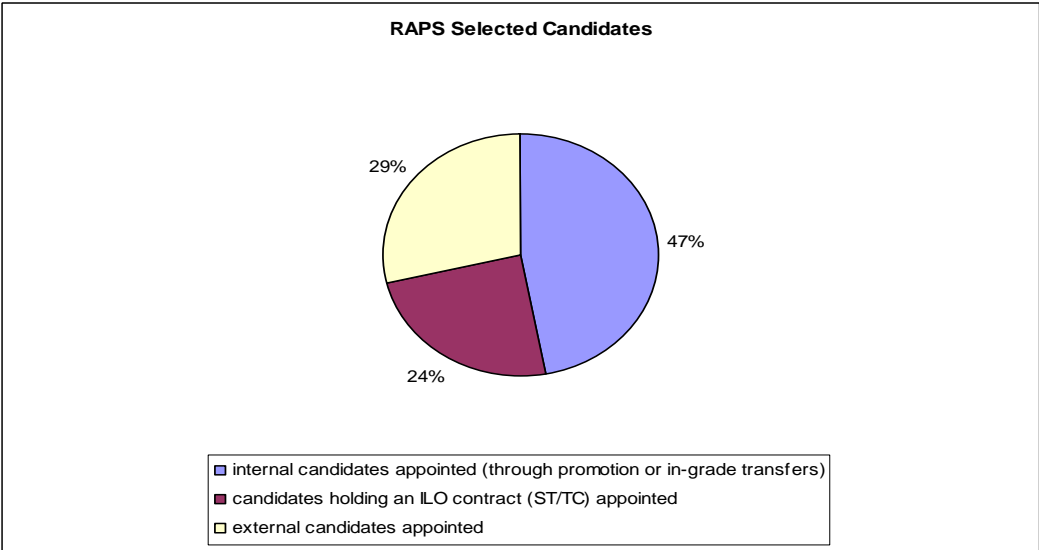
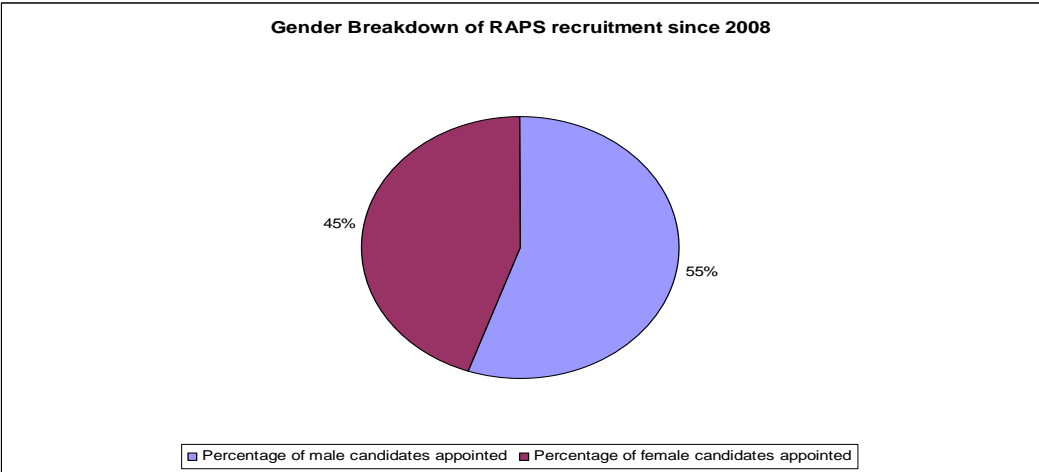
The Recruitment, Assignment and Placement System (RAPS) was launched in 2008 as an essential tool for coordinating ILO recruitment, assignment and placement activities by managing all regular budget professional vacancies in two rounds per year.

RAPS has improved the time lines in the recruitment process and helped fill in positions that had remained vacant for a long period; it has given more visibility to ILO's grouped vacancy announcements in media/press and has facilitated staff planning. Progress in terms of gender, regional diversity and mobility are being closely monitored.

Lessons learnt from successive RAPS rounds are being used to further refine the system and make it more strategic.

2. Stocktaking of key achievements since the launch of RAPS in early 2008:

- Since the inception of RAPS, eight rounds have been organized: two main RAPS each year and a small addendum in 2008 and 2009, resulting in a total of 211 competitions.
- The number of applications received for RAPS since its inception have totalled 25,000+ (this figure includes candidates who have submitted several applications across RAPS). This confirms the positive influence of RAPS in attracting additional candidates. The number of applicants from non and under-represented countries is also constantly on the rise: almost 10 % of applications came from candidates from non represented countries (this percentage is increasing due to HRD's outreach campaign) and 13 % from candidates from under represented countries.
- RAPS recruitment was successfully completed for 86 percent of the above competitions.
- Since the introduction of RAPS, all results of RAPS competitions are communicated within a maximum of four months from the announcement of the competitions. (The average time for P recruitment was at 379 days back in 2001, and reduced to 141 days in 2007).
- Breakdown of the 163 positions filled so far through RAPS (decisions for the second RAPS round of this year – 22 competitions - are expected by the end of the month):



Recruitment of candidates from non-represented countries:

Candidates from the following four non represented countries were appointed:

- Guinea
- Honduras
- Moldavia
- Slovenia

Selected candidates by professional background¹:

- 71 % of the selected candidates were already employed by the ILO;
- 13 % of the selected candidates came from or had previous UN related experience outside the ILO;
- 14 % of the selected candidates had other international or private sector experience;
- 4.9 % of the selected candidates had academic experience;
- 15 % of the selected candidates had previous/substantial experience with governments or governmental institutions or directly came from them;
- 2.5 % of the selected candidates had previous/substantial experience with workers organizations or directly came from them;
- 1.8 % of the selected candidates had previous/substantial experience with employers organizations or directly came from them²;

3. Evaluation process:

The evaluation process is rigorous and comprises of several steps: an initial review and scoring of CVs by HRD; a second review by managers; then for short-listed candidates, an assessment centre, a technical panel interview and increasingly being used, a technical written test (used for two thirds of competitions for the most recent RAPS round).

4. Role of the technical panels:

The panel is responsible for making the best evidence-based evaluations concerning the appointability of candidates in relation to the specific position. All appointable candidates are listed in the Overall RAPS Panel Report, together with their respective strengths, weaknesses (if any), fit to the team and learning curve (the latter to be well documented throughout the interview reports and the overall panel report). In no circumstances, is a decision made to recruit somebody who is not considered technically appointable by the panel.

5. Assessment Centres:

Assessment Centres constitute an essential tool of the evaluation process and are conducted by internal assessors and/or experienced external assessors. The external assessors used by the ILO are experienced assessors who are familiar with the ILO and our Assessment Centre and bring with them their professional expertise and impartiality.

6. Further information:

Annual detailed statistics of RAPS are regularly posted on ILO intranet and public website.

¹ *Candidates may have been counted twice due to their dual professional background.*

² *These last two figures do not include appointments in ACTEMP or ACTRAV, which are made outside of RAPS*