



Chair of the Administrative
Committee

INST-26149
Distrib.: Public

05.10.2026
Original: FR/DE/EN

**TO THE MEMBER STATES AND ASSOCIATE MEMBERS OF OTIF AND
TO REGIONAL ORGANISATIONS WHICH HAVE ACCEDED TO COTIF**

Call for applications for the election of the Secretary General of OTIF

Mandate: 1 January 2028 – 31 December 2030



Intergovernmental Organisation for International Carriage by Rail

Gryphenhübeliweg 30 CH-3006 Berne | info@otif.org | www.otif.org

1. At its 17th session in September 2027, the General Assembly will elect the Secretary General for the period 1 January 2028 – 31 December 2030.
2. The Secretary General in office is seeking re-election (see Annex 4).

Legal Framework

3. The election of the Secretary General is governed by the Regulation on the election and conditions of service of the Secretary General ([OTIF-24013-AG 16](#)). Candidates are recommended to refer to the Explanatory notes on the regulation on the election and conditions of service of the Secretary General ([OTIF-24014-AG 16](#)).

Submission of applications

4. Candidates' applications must be submitted by the Head of State, Head of Government, Minister of Foreign Affairs or Minister of Transport of a Member State. Only the original paper applications signed by hand will be accepted. Electronically signed applications will not be accepted.
5. Applications must be addressed to the Chair of the Administrative Committee and sent by registered post or delivered by hand to OTIF's headquarters:

Gryphenhübeliweg 30, 3006 Berne, Switzerland.

OTIF will acknowledge receipt of each application.

6. Applications must comply with the qualification criteria (Annex 1) and contain:
 - A cover letter with a concise statement explaining why the candidate is qualified for the post;
 - A curriculum vitae with a minimum set of mandatory requirements (Annex 2). A non-mandatory [model curriculum vitae](#) may be used;
 - A statement on the candidate's vision for the priorities and strategies of the Organisation;
 - A certificate of good health issued and signed by a Member State's recognised medical facility that certifies that a candidate is fit to hold the post of Secretary General.

Deadline for applications

7. Applications must be deposited with the Secretariat of OTIF by

29 January 2027 at 16:00 Berne local time.

Description of the post

8. A description of the post is set out in Annex 3.

Conditions of service

9. The rights, duties and conditions of service, including the salary and other emoluments, of the Secretary General shall be determined in the applicable [Staff Regulations](#) of the Organisation. There is no age limit for the post of Secretary General.

Formal examination of applications

10. The Administrative Committee will examine applications and decide whether the applications submitted comply with the formal requirements. Only applications complying with the formal requirements will be accepted.
11. Following the formal examination of applications, a list of candidates and the Member States which have submitted applications will be published on the Organisation's website.

Candidates' forum

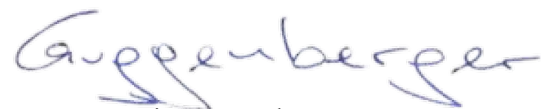
12. On 12 May 2027 in Berne, the candidates' forum, an informal meeting for candidates to introduce themselves and respond to questions from OTIF members will take place. All OTIF members may attend the candidates' forum. There will be no debate on, or conclusions or recommendations from any of the statements or interventions made. The candidates' forum will not be recorded.

Election and appointment

13. Election takes place in the General Assembly in September 2027. The voting procedure for the election of the Secretary General is governed by the [Rules of Procedure of the General Assembly](#).
14. The appointment of the Secretary General will be confirmed by a letter of appointment signed by the Chair of the General Assembly on behalf of OTIF and by the elected Secretary General.

Travel expenses

15. Each candidate's travel expenses (transport and accommodation) to the venue of the candidates' forum and the General Assembly are borne by the Organisation in accordance with the rules applicable to staff members' official travel.



Karin Guggenberger
Chair of the Administrative Committee

Annexes

1. Qualification criteria for candidates
2. Mandatory requirements for the Curriculum Vitae
3. Description of the post
4. Notification of the intention of the Secretary General in office to seek re-election (term 2028–2030)

QUALIFICATION CRITERIA FOR CANDIDATES

1. Nationality of an OTIF Member State;
2. Many years' professional experience in different areas of activity and demonstrated ability in a position of major responsibility;
3. Knowledge of English and at least one of OTIF's other working languages (French or German). Knowledge at proficient user level is required for one language and knowledge at independent user level is required for the other language in accordance with the Common European Framework of Reference for Languages (CEFR) global scale;
4. A degree in a discipline relevant to the work of OTIF, preferably in law and political science; knowledge of international public law, rail transport law, the carriage of dangerous goods, rail transport in general and transport logistics would be an advantage;
5. Proven ability to head an administration such as that of the OTIF Secretariat, using modern information technology, several years' experience in personnel management on the basis of general principles and specific rules of personnel law and the ability to head the Organisation's financial affairs;
6. Knowledge of how international organisations function, diplomatic negotiations and professional experience in the international transport sector;
7. Ability to represent OTIF effectively in the Member States, at international level – particularly at conferences – and in public. Ability to speak at international conferences;
8. Comprehensive understanding of economic correlations and processes (including in the international context) and a proven interest in the transport sector and railways. Experience in legislative activities is necessary;
9. At least ten years' professional experience, preferably in a State administration, an international organisation, an international association, an undertaking working in the international transport sector or from a teaching and research background. At least ten years' experience in the international field, during which they must be able to demonstrate that they have undertaken activities with major decision-making responsibilities;
10. Lengthy experience of international negotiations; candidates must also be able to deal with a very high workload and be willing to undertake numerous and demanding official journeys;
11. Dynamic team player, forward-looking, approachable and decisive, with a track record of working with other cultures;
12. Ability to develop political, legal, institutional and financial concepts.

MANDATORY REQUIREMENTS FOR THE CURRICULUM VITAE

1. Information proving that the qualification criteria are met (Annex 1).
2. Personal data:
 - Name (family name, first name, other names);
 - Date of birth;
 - Nationality(ies);
 - Contact details.
3. Education: the principal degrees/certificates obtained, with dates and names of institutions.
4. Knowledge of the Organisation's working and other languages (mother tongue and foreign languages). Knowledge (written and verbal proficiency) of foreign languages shall be self-assessed on the basis of the Common European Framework of Reference for Languages (CEFR) global scale (three broad levels: basic user/independent user/proficient user).
5. Summary of relevant work experience (in reverse chronological order) with corresponding dates, duties, management experience, achievements.
6. Relevant publications, if any: maximum of 10 in the relevant fields (e.g. transport, law, international relations) with names of journals, books or reports in which they appeared.
7. Other relevant facts, for instance, activities in civic, public or international affairs.

DESCRIPTION OF THE POST

The Secretary General:

1. assumes the functions of Secretariat of the Organisation
2. assumes the functions of Depositary of COTIF;
3. represents the Organisation externally;
4. sends to Member States the decisions taken by the General Assembly and by the Committees;
5. carries out the duties entrusted to him by the other organs of the Organisation;
6. examines proposals of the Member States aiming to modify the Convention, if necessary with the assistance of experts;
7. convenes the General Assembly and the other Committees;
8. sends to Member States, in due time, the documents necessary for the meetings of the various organs;
9. draws up the work programme, draft budget and management report of the Organisation and submits them to the Administrative Committee for approval;
10. manages the financial affairs of the Organisation within the limits of the approved budget;
11. endeavours, at the request of one of the parties concerned, by using his good offices, to settle disputes between them arising from the interpretation or application of the Convention;
12. gives, at the request of all parties concerned, an opinion on disputes arising from the interpretation or application of the Convention;
13. assumes the functions which are attributed to him by Title V (Arbitration) of COTIF;
14. receives communications from the Member States, international organisations and associations referred to in Article 16 § 5, and from the undertakings (carriers, infrastructure managers, etc.) participating in international rail traffic, and notifies them, where appropriate, to the other Member States, international organisations and associations as well as undertakings;
15. exercises the management of the staff of the Organisation;
16. informs the Member States, in due time, of any vacancy in the posts of the Organisation;
17. maintains and publishes the lists of railway lines and inland waterway and maritime services;
18. may, on his own initiative, present proposals aiming to modify the Convention.

Ms Karin Guggenberger
Chair of the Administrative Committee
Intergovernmental Organisation for International Carriage by Rail (OTIF)
Gryphenhübeliweg 30
CH-3006 Berne

Berne, 14 September 2026

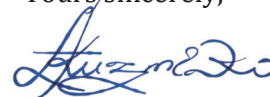
Notification of the intention of the Secretary General in office to seek re-election (term 2028-2030)

Dear Ms Guggenberger,

In accordance with Article 7 of the Regulation on the election and conditions of service of the Secretary General (OTIF-24013-AG 16) and decision 7.10 adopted by the Administrative Committee at its 142nd session (OTIF-26018-AC142), I have the honour to inform you, as the Secretary General in office, that I intend to seek re-election for the term from 1 January 2028 to 31 December 2030.

I enclose a copy of the letter from the Ministry of Transport and Communications of the Republic of Lithuania of 7 September 2026 (ref. No 2-3428), in which Lithuania confirms that it will propose my candidature for the position of Secretary General for the upcoming term.

Yours sincerely,



Aleksandr Kuzmenko
Secretary General of OTIF

Annex: Letter from the Ministry of Transport and Communications of the Republic of Lithuania of 7 September 2026 (ref. No 2-3428).



LIETUVOS RESPUBLIKOS SUSISIEKIMO MINISTERIJA
MINISTRY OF TRANSPORT AND COMMUNICATIONS
OF THE REPUBLIC OF LITHUANIA

Gedimino Av. 17 Vilnius LT-01103 Tel. + 370 631 13112 E-mail sumin@sumin.lt

The Chair of
Administrative Committee of
Intergovernmental Organisation for
International Carriage by Rail
Gryphenhübeliweg 30
CH-3006 Bern/Berne
law@otif.org

No **2.3128** 07/09/2026

**REGARDING THE CANDIDATE OF THE REPUBLIC OF LITHUANIA FOR THE
POSITION OF SECRETARY GENERAL FOR THE UPCOMING TERM**

Dear Chairman of Administrative Committee,

The Ministry of Transport and Communications of the Republic of Lithuania (hereinafter referred to as the Ministry of Transport and Communications) wishes to inform you that on 25 May 2026, Mr. Aleksandr Kuzmenko, the current Secretary General of OTIF, was selected as the Lithuanian candidate for the position of Secretary General for the period from 1 January 2028 to 31 December 2030.

This selection was conducted in accordance with the Description of the Selection Procedure for the Candidate of the Republic of Lithuania for the Position of Secretary General of the Intergovernmental Organisation for International Carriage by Rail, approved by Order No. 3-419 of the Minister of Transport and Communications of the Republic of Lithuania of 28 September 2023 "On the Approval of the Description of the Selection Procedure for the Candidate of the Republic of Lithuania for the Position of Secretary General of the Intergovernmental Organisation for International Carriage by Rail"¹.

With this letter, Lithuania confirms that it will propose the candidacy of Mr. Aleksandr Kuzmenko for the position of Secretary General for the upcoming term.

Vice-minister of the Ministry of
Transport and Communications

Živilė Poželienė

¹ <https://www.e-tar.lt/portal/lt/legalAct/860f90c259d111f180c9c618618421ed/asr>