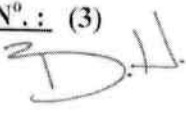




VACANCY ANNOUNCEMENT

UNOCI is recruiting for the Logistics Office

VACANCY ANNOUNCEMENT N°: ONUCI/NPO/2014/07 Post N°. : (3) 	JOB POSTING TITLE: THREE (03) LOGISTICS OPERATIONS OFFICERS GRADE: NO-B	Duty Station: Abidjan, Daloa, Bouake CI
		Opening date: 09 July 2014
		Closing date: 23 July 2014 <u>No application will be accepted after the closing date.</u>

ONLY SHORTLISTED CANDIDATES SHALL BE CONTACTED. PRIOR TO THE DAY OF THE INTERVIEW, REQUIRED SUBMISSIONS AND SUPPORTING DOCUMENTS, INCLUDING A WORK CERTIFICATE DESCRIBING THE APPLICANT'S DUTIES AND RESPONSIBILITIES WILL BE CHECKED BY THE NATIONAL STAFF UNIT.

I- CORE DUTIES AND RESPONSIBILITIES

Within delegated authority, the Logistics Operations Officer is responsible for the following duties:

Responsibilities :

- Provide expert advice about logistical support to peace keeping operations, to include planning and budgeting considerations for the sustainment and liquidation phases; considerations and practices for integration of civilian and military capabilities; supply chain management; the synchronization of transportation, communications and information technology, engineering and medical services; and risk management.
- Monitor and assess the quality, efficiency and timeliness of logistical operations within the mission; interpret and analyze periodic management reports, including the following of all pending issues in Client Tracking List in close liaison with other ISS sections, and other relevant information contained in the JLOC and Mission Support Planning Unit (MSPU) information management applications; keep senior managers informed; identify issues requiring Section Chiefs intervention and recommend appropriate action; and follow up on decisions taken.
- Receive and analyze requests for logistical support; coordinate fulfilment actions with/among the responsible Sections/Unit of the ISS Sections; monitor delivery of goods and/or services and assess quality.
- Prepare comprehensive logistical appreciations in support of operational planning activities; lead and coordinate the Mission Support's logistical planning activities; prepare the supporting plans for new and evolving support requirements.

- Represent JLOC and provide logistical advice in selected working groups, task forces and at outside meetings; establish and maintain effective liaison with other units within the ISS, and Administrative Services, together with the Clients; the Civilian Substantives and the military and police components.
- Lead and coordinate the Mission Support Plans and Liquidation Plans, together with associated cost estimates and asset disposal plans, as may be applicable; identify issues; develop and make coordinated recommendations; and follow up on decisions taken.
- Manage assigned projects to achieve required goals, objectives and milestones; as required, form and direct multifunctional work groups, act as a Team Leader and manage diversified teams.
- Plan, coordinate and participate in JLOC visits to all ONUCI camps and logistic installations within the Mission area; prepare visit debriefs, monitor and report progress.
- Prepare technical reports and briefings; make informal and formal oral presentations.

II- COMPETENCIES

- **Professionalism:** Demonstrates complete understanding of how the UN organizes to provide logistical support, how it delivers supply, transport, communications and information technology, engineering and medical services to field missions, and how it integrates civilian and military logistical capabilities. Conscientiously adheres to the UN Financial Rules and Regulations that govern the control and accountability of organizational resources. Shows pride in work and in achievements. Demonstrates professional competence and mastery of subject matter. Is conscientious and efficient in meeting commitments, observing deadlines and achieving results. Is motivated by professional rather than personal concerns. Shows persistence when faced with difficult problems or challenges. Remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.
- **Teamwork:** Works collaboratively with colleagues and clients to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.
- **Planning & Organizing:** Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently

III- QUALIFICATIONS, SKILLS AND REQUIRED EXPERIENCE

Education: Advanced university degree (Master's degree or equivalent) in Logistics, Business Administration, Engineering or a related field is required. A first-level university degree in combination

with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.

Work Experience: A minimum of three (03) years of progressively responsible experience in land or air transport, logistics operations in military, commercial or international organizations, or related area is required. Experience in planning, coordinating and managing multifunctional logistics support operations in a field/ headquarters environment is required. Experience within the context of a humanitarian relief, military, emergency management, peacekeeping or disaster relief operation is desirable.

Language: English and French are the working languages of the United Nations. For this post, fluency in English and French is required. Knowledge of another UN official language is an advantage.

Assessment Method: Evaluation of qualified candidates may include an assessment exercise which may be followed by competency-based interview.

Application files with only the dated duly signed P11 form and a letter of interest should be sent to the following email:

ONUCCI-RECRUITMENT@UN.ORG; no later than July 23, 2014.

Please specify in the subject the vacancy announcement number: ONUCCI/NPO/2014/07

This vacancy announcement can be found at our website:

www.onuci.org

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON APPLICANTS' BANK ACCOUNTS.