



TEMPORARY VACANCY ANNOUNCEMENT

<u>P-4</u>	<u>Geographic Information Officer</u>
TVA Grade Level	Functional Title
<u>Cartographic Section/SSS/LSD/DFS</u>	
Department/Office/Division	
<u>Information Management</u>	
Occupational Group (See list on last page)	
<u>P-4</u>	<u>07 October, 2012</u>
Open to (Current Grade of Applicant)	Deadline (DD/MM/YYYY)

Service/Section: <u>UN Cartographic Section /DFS</u>	Estimated Start Date: _____
Duty Station: <u>New York, USA</u>	Possibility of Extension? <u>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></u>
Duration: <u>10 months</u>	Open to External Candidates? <u>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></u>

DUTIES AND RESPONSIBILITIES

Under the direct supervision of the Chief of the Cartographic Section or his/her designated officer, the incumbent is responsible for the following duties in the Cartographic Section of the Strategic Support Service (SSS), Logistics Support Division (LSD), Department of Field Support (DFS):

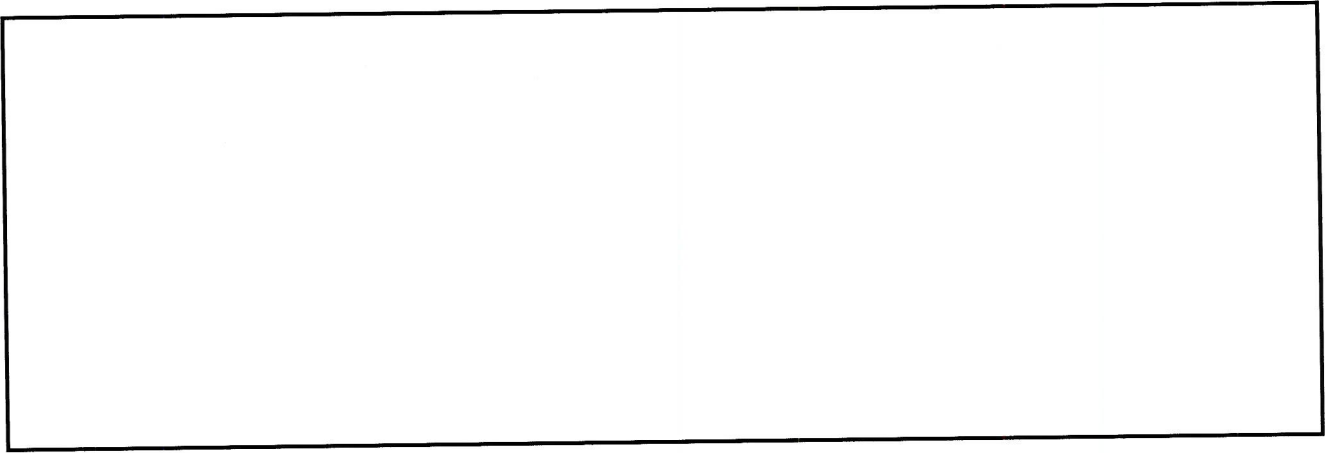
Design and develop the Cameroon Nigeria Mixed Commission (CNMC) Final Mapping; Plan, organise and execute the associated tasks including an workshop for CNMC experts from the parties for CNMC Final Mapping Project; Liaise and coordinate with UNOWA/CNMC and substantive offices of the United Nations, and Governments of Cameroon and Nigeria, etc.; Develop the specification of cartographic and other products to meet the requirements of the CNMC Final Mapping Project; Execute all necessary arrangements for successful implementation of the CNMC Final Mapping Project; Arrange the preparation of the final report, including mapping products, on the demarcation of the boundary; Perform other functions are required

COMPETENCIES

Professionalism – Demonstrated in-depth understanding of Field missions; 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' strong analytical skills combined with good judgment; proven ability to review and edit the work of others; ability to exercise diplomacy and tact, ability to interact with senior government officials and agencies;commitment to implementing the goal of gender equality by ensuring the equal participation and full involvement of women and men in all aspects of peace operations.

Planning and 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.

Communication - Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.



For Managerial Positions:

Leadership - Serves as a role model that other people want to follow; empowers others to translate vision into results; is proactive in developing strategies to accomplish objectives; establishes and maintains relationships with a broad range of people to understand needs and gain support; anticipates and resolves conflicts by pursuing mutually agreeable solutions; drives for change and improvements; does not accept the status quo; shows the courage to take unpopular stands. Provides leadership and takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work; demonstrates knowledge of strategies and commitment to the goal of gender balance in staffing.

Managing Performance - Delegates the appropriate responsibility, accountability and decision-making authority; makes sure that roles, responsibilities and reporting lines are clear to each staff member; accurately judges the amount of time and resources needed to accomplish a task and matches task to skills; monitors progress against milestones and deadlines; regularly discusses performance and provides feedback and coaching to staff; encourages risk-taking and supports creativity and initiative; actively supports the development and career aspirations of staff; appraises performance fairly.

Judgement/Decision-Making: Identifies the key issues in a complex situation, and comes to the heart of the problem quickly; gathers relevant information before making a decision; takes decisions with an eye to the impact on others and on the Organization; proposes a course of action or makes a recommendation based on all available information; checks assumptions against facts; determines that the actions proposed will satisfy the expressed and underlying needs for the decision; makes tough decisions when necessary.

Building Trust - Provides an environment in which others can talk and act without fear of repercussion; manages in a deliberate and predictable way; operates with transparency; has no hidden agenda; places confidence in colleagues, staff members and clients; gives proper credit to others; follows through on agreed upon actions; treats sensitive or confidential information appropriately.

QUALIFICATIONS

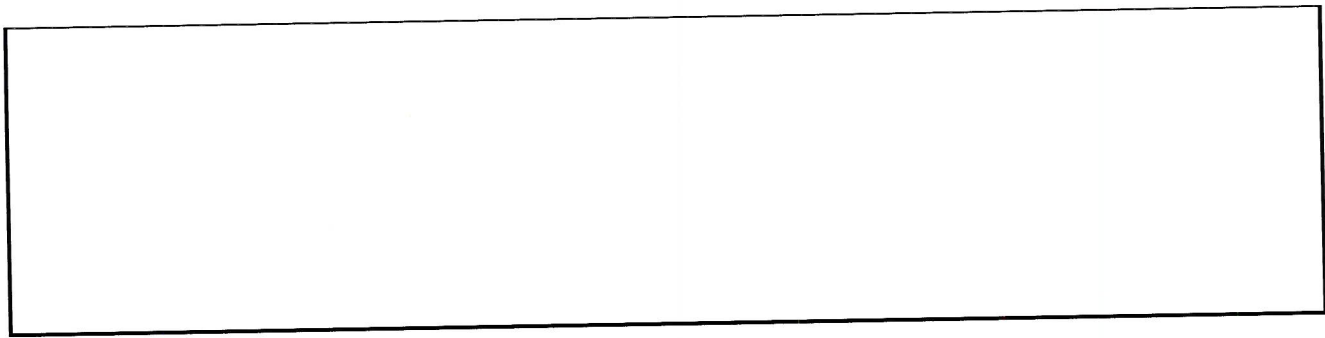
Experience: Minimum of seven (7) years of progressively responsible experience in geographic information related work is required, particularly in the areas of: (a) international boundary issues, (b) management of geographic information projects and (c) cartographic/geographic information production. Practical experience in cartography and geographic information related work is required. Experience in the work of UN project related to the international boundary demarcation is desirable. Experience in coordinating interoffice activities is desirable

Education: Advanced university degree (Masters degree or equivalent) in Survey, Cartography, Geographic Information Science and/or equivalent that involves survey, cartography, GIS and Remote Sensing programmes. A first level university degree with a relevant combination of academic qualifications and experience in cartography, GIS, survey, international boundary issues and/or related area may be accepted in lieu of the advanced university degree.

Languages: English and French are working languages of the United Nations Secretariat. For the post advertised, fluency in oral and written English is required. Knowledge of French is an advantage.

Other Skills: Strong computer skills including the use of GIS software such as ArcGIS and image processing software such as ERDAS/Imagine required. Hands-on experience in spatial database management software such as ArcSDE is desirable. Hands-on experience in graphic arts software such as Adobe Illustrator and MaPublisher is required. Good writing skills and ability to express concisely and clearly in reports and presentations is required.

ADDITIONAL COMMENTS



DOCUMENTS REQUIRED:

- Cover Letter
- PHP
- Signed PAS Periods: last two e-passes
- Others:

ALL SUBMISSIONS TO BE SENT TO:

Contact Name: Myo Aung and Awa Ly Ka Email Address: aung6@un.org,
lya@un.org

Copy (cc): Ayako Kagawa Email Address: kagawa@un.org

Please choose from this list of Occupational groups:

Administration	Logistics
Civil Affairs	Management and Programme Analysis
Civilian Police	Medical
Conference Services	Ombudsman
Drug Control and Crime Prevention	Political Affairs
Economic Affairs	Population Affairs
Electoral Affairs	Procurement
Engineering	Production Service and Transport Work
Finance	Programme Management
Human Resources	Public Administration
Human Rights	Public Information
Humanitarian Affairs	Science and Technology
Information Management	Security
Information Systems and Technology	Social Affairs
Internship	Social Sciences
Jurists	Statistics
Legal Affairs	

Note:

While this temporary assignment will provide the successful applicant with an ideal opportunity to gain new work experience, the selection for this position is for a limited period and has no bearing on the future incumbency of the post.

Internal candidates for this purpose is defined as staff members currently serving under 100 series appointment who have been recruited after a competitive examination under staff rule 104.15 or after the advice of a Secretariat joint body under staff rule 104.14. External applicants may be considered when it is not possible to identify suitable internal candidates of the same department/office.

Please note that external candidates are generally not entitled to be appointed at the advertised level of this temporary vacancy and will therefore be graded in accordance with the current recruitment guidelines. This means that the grade may be at a lower level than that of the advertised level of the post.

For information on the provisions for special post allowance, please refer to ST/Al/1999/17.