



UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION  
ORGANISATION DES NATIONS UNIES POUR LE DEVELOPPEMENT INDUSTRIEL  
ORGANIZACION DE LAS NACIONES UNIDAS PARA EL DESARROLLO INDUSTRIAL

**VACANCY ANNOUNCEMENT  
TEMPORARY APPOINTMENT OF PROJECT PERSONNEL  
INTERNAL/EXTERNAL**

Only nationals and/or permanent residents of the country of the duty station are eligible to apply. Female candidates are particularly encouraged to apply.

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<b>Vacancy Announcement No:</b>	VA2017_ISA_EXT_000078
<b>Duty Station:</b>	South Sudan
<b>Date of Issuance:</b>	04 August 2017
<b>Post Title and Level:</b>	National Project Operations Administrator (South Sudan), SB4 - Local Professional (Junior & Mid Level)
<b>Type of Appointment:</b>	Individual Service Agreement
<b>Employment Fraction:</b>	NonStaff-Regular
<b>Closing Date:</b>	24 August 2017

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### **Organizational Context**

The United Nations Industrial Development Organization (UNIDO) is the specialized agency of the United Nations that promotes industrial development for poverty reduction, inclusive globalization and environmental sustainability. The mandate of UNIDO is to promote and accelerate inclusive and sustainable industrial development in developing countries and economies in transition.

The Programme Development and Technical Cooperation (PTC) of UNIDO is responsible for providing technical cooperation services on technological and economic issues and is organized in the following departments: Department of Partnerships and Results Monitoring, Department of Agri-Business Development, Department of Trade, Investment and Innovation, Department of Energy and Department of Environment. Furthermore, PTC has a close cooperation with other field based Centers and Offices, such as the Investment and Technology Promotion Offices, forming the extended field network of UNIDO.

The position is located under the Rural Entrepreneurship, Job Creation and Human Security Division (PTC/AGR/RJH), an integral part of the Department of Agri-Business Development (PTC/AGR).

The Department provides a range of technical cooperation services to assist developing countries add value to the output of their agricultural sector and generate employment opportunities in off-farm activities for rural communities, thereby contributing to increased food security and a sustainable reduction of poverty. The conceptual framework is that of agribusiness value chains: comprehensive analyses offer a rigorous base for the deployment of specialized services targeting the weaker links of the chain: agricultural mechanization, modern processing technologies, packaging of perishable products, the promotion of food safety in the processing and regulatory environment; and interventions to improve competitiveness and productivity. PTC/AGR drives the Organization's mandate of creating shared prosperity. To this end, it supports initiatives to build human capital and raise total factor productivity through focused vocational training and industrial skills development activities. Based on its experience in post-crisis and human security programmes and projects, the Department responds to complex emergencies through activities that contribute to socio-economic security both at national and local level such as restoring and upgrading local productive capacities; building and strengthening institutions; and honing the resilience of the most vulnerable, including youth and women. The Department cooperates closely with other organizational units of UNIDO, and in particular with the Department of Trade, Investment and Innovation in the provision of its services.

The Rural Entrepreneurship, Job Creation and Human Security Division (PTC/AGR/RJH) provides technical cooperation services to improve livelihoods in rural communities through productive activities. The focus is on business activities among socially and economically marginalized people, including in particular women and youth, in the farm and non-farm sectors including the creative industries. Both entrepreneurial and technical human capacities are strengthened and matched with opportunities to produce new and improved marketable products. Knowledge and technology introduced in the rural communities match the absorptive and innovative capabilities of the poor and vulnerable segments of the rural society. The Division fosters the development of an entrepreneurship culture from the grass-root level. It supports local and national institutions set up to provide rural communities with technical and entrepreneurial capacities and contributes to the incubation and development of self-reliant economic activities in rural areas. It strives to integrate vulnerable people in rural areas in local and global value chains. Finally, the Division contributes to human security in countries affected by man-made and natural disasters by helping restore livelihoods and build resilience amongst vulnerable communities. In doing so, it helps stabilize populations and curb rural-to-urban as well as cross-border migrations.

Project context: Upgrading the Fishery Sector in South Sudan (ID 120447)

Livelihoods in Central and Eastern Equatoria State have traditionally revolved around agro-pastoral activities, such as cattle herding and small-scale agriculture. The fishery sector is most often a secondary source of livelihood, undertaken by the populations along the Nile River corridor as a buffer against the effects of harvest failures, agricultural product price volatility, violent conflict and other factors that threaten rural stability, economic development and food security. However, there is considerable potential for the fishery sector in Central Equatoria State to play a greater role in the economic development and food security situation of the state and the entire country.

While the potential for income generation and food security are high, the sector is constrained by multiple challenges that must be addressed in a coordinated and comprehensive manner.

Main challenges to the Central and Eastern Equatoria State fishery sectors:

- Weak institutional capacity in terms of human resources, logistics and coordination;
- Inadequate information on the fishery sector, including number of fisher folk and fish;
- Limited organization of fisher folk at the community level;
- Limited harvest capacity due to basic fishing gears and techniques;
- Limited ability to transport fish products, due to a lack of motorized river transport and no road access during the rainy season;
- High fish post-harvest losses resulting from improper handling throughout the fishery chain; and
- Absence of fishery infrastructure such as market stalls, storage facilities, collection points and landing sites.

Duty station: Juba, South Sudan.

## **Main Functions**

The Project Operations Administrator will work under the overall administrative supervision of UNIDO representative, reporting to the UNIDO Project manager based at UNIDO Headquarters (HQ), Vienna, and under the direct supervision of the Project's Technical Advisor (TA). The Project Operations Administrator will have the following responsibilities:

1. Under the guidance of the Technical Advisor (TA), provide overall coordination at the national level of project activities, including substantive inputs to the day-to-day operations of the project.
2. Maintain effective coordination and working relations with the relevant Ministries, Government/District authorities and other stakeholders. With counterparts, seek solutions to implementation challenges, when appropriate.
3. Lead the activities of the Technical Advisory Committee and the three Technical Working Groups.
4. Under the guidance of the TA, lead the coordination field activities with other agencies operating in the target regions for the purpose of information sharing and to identify options for developing appropriate collaborations.
5. Liaise with counterparts and lead coordination and implementation of training courses, study tours project travels, workshops, etc;
6. Use judgement and sensitivity to identify problems, constraints and variances from expected work plans. Explore and evaluate the reasons for these problems and/or variances and provide feedback to the TA. Recommend solutions to identified challenges.
7. Develop technical specifications and evaluate local procurement offers received and submit with justification to HQ for the preparation of Purchase Orders.
8. Oversee clerical staff and provide guidance on SAP procedures undertaken at the field office level.
9. Upon request, provide clarification to HQ on all finance-related queries and prepare regular financial reports of the project as and when required by HQ finance.
10. Represent the project at regular meetings of a non-critical nature, report at such meetings and give feedback to TA. Take pro-active steps to promote to ensure project stakeholders are well informed about the project; and participate in and take notes of specific meetings' proceedings and outcomes, and communicate these to the TA.
11. Carry out any other tasks as required by the TA related to project activities in Juba and in the field.
12. Submit a final report at the end of the assignment.

## **Core Competencies:**

### Core Values:

**INTEGRITY:** To work honestly, openly, impartially and in accordance with the values of the United Nations.

**PROFESSIONALISM:** To work in a competent, committed and calm manner.

**RESPECT FOR DIVERSITY:** To work effectively, respectfully and inclusively with people from different backgrounds and with different perspectives.

### Core Competencies:

**RESULTS ORIENTATION AND ACCOUNTABILITY:** To be accountable and responsible for achieving results and meeting performance standards.

**PLANNING AND ORGANIZING:** To plan, organize and manage work effectively and efficiently.

**COMMUNICATION AND TRUST:** To communicate effectively and build trust.

**TEAM ORIENTATION:** To cooperate at various levels.

**CLIENT ORIENTATION:** To be responsive towards those to whom services are provided internally and externally.

**ORGANIZATIONAL DEVELOPMENT AND INNOVATION:** To realize continuous improvement, support innovation, share knowledge and skills and learn from others.

## **Minimum Requirements**

### **Education:**

Master's degree or equivalent, Advanced University degree in international relations, rural development, business administration or other relevant discipline.

### **UNIDO Languages:**

English (Fluent), Fluency in written and spoken English is required. Local languages is an asset.

### **Computer skills:**

Computer literacy is essential; MS office package ((Excel, Word, PowerPoint, etc.), Email, Internet.

### **Field of Expertise:**

- Minimum 3 years of work-experience with international organizations, large-scale private sector companies or non-governmental organizations and at least 2 years experience in coordination activities;
- Knowledge of SAP operating system is preferred;
- Experience and willingness to travel to remote locations is essential;
- Experience working for or with various levels of Government in South Sudan is an asset;
- Experience working with the United Nations is an asset;
- Analytical competence, excellent ability to identify constraints, and capable of using a system approach;
- Multicultural, gender and political sensitivity to the staff, stakeholders and target beneficiaries with a positive mindset;
- Excellent interpersonal/communication and networking skills, as well as writing skills;
- Innovative thinking, resourcefulness, a proactive approach and a team player.

**This appointment is limited to the specified project(s) only and does not carry any expectation of renewal.**

Employees of UNIDO are expected at all times to uphold the highest standards of integrity, professionalism and respect for diversity, both at work and outside. Only persons who fully and unconditionally commit to these values should consider applying for jobs at UNIDO.

**All applications must be submitted online through the Online Recruitment System**

**Correspondence will be undertaken only with candidates who are being considered at an advanced phase of the selection process.**

**Selected candidate(s) may be required to disclose to the Director General the nature and scope of financial and other personal interests and assets in respect of themselves, their spouses and dependants, under the procedures established by the Director General.**

Visit the UNIDO web site for details on how to apply: [www.unido.org](http://www.unido.org)

NOTE: The Director General retains the discretion to make an appointment to this post at a lower level.

### **Notice to applicants:**

UNIDO does not charge any application, processing, training, interviewing, testing or other fee in connection with the application or recruitment process. If you have received a solicitation for the payment of a fee, please disregard it. Vacant positions within UNIDO are advertised on the official UNIDO website. Should you have any questions concerning persons or companies claiming to be recruiting on behalf of UNIDO and requesting payment of a fee, please contact: [recruitment@unido.org](mailto:recruitment@unido.org)