

## Geographic Information Systems Officer, P-3

**DEADLINE FOR APPLICATIONS:** 27 Nov 2009

**DATE OF ISSUANCE:** 28 Sep 2009

**ORGANIZATIONAL UNIT:** Economic Commission for Africa

**DUTY STATION:** Addis Ababa

**VACANCY ANNOUNCEMENT NUMBER:** 09-IST-ECA-422397-R-ADDIS ABABA (G)

Priority consideration for vacancies at the P3 level will be given to internal candidates and candidates who have passed a competitive examination. Candidates will be expected to move periodically to new functions throughout their careers and are subject to the assignment by the Secretary-General to any of the activities or offices of the United Nations in accordance with established rules and procedures.

### Remuneration

Depending on professional background, experience and family situation, a competitive compensation and benefits package is offered.

[More Info](#)

### United Nations Core Values: Integrity, Professionalism, Respect for Diversity

#### Responsibilities

This post is located in the ICT, Science and Technology Division (ISTD) in Addis Ababa. Under the overall guidance of the Director of ISTD, and direct supervision of the Chief of the Section, the Geographic Information Systems Officer is responsible for collection, treatment of information and charting geoinformation activities in Africa; compilation work for maps and charts published by the secretariat and the supervision of geographic information system assistants; assessment of geoinformation activities, capabilities and infrastructure on the continent and providing expert advice to member States on geoinformation issues; providing guidance to UN experts for preparation of geoinformation products they may need; conducting specific studies relating to geoinformation in Africa, with emphasis on geographic databases and GIS applications; performing other related technical and administrative duties as required by the Secretariat. Specifically the incumbent: - contributes to the preparation of policy guidelines for the establishment of local, national and regional spatial data infrastructures and their integration into national/regional information infrastructures; - provides technical support to ECA for the incorporation of GIS and other geoinformation tools and techniques in the analysis and presentation of socio-economic data to facilitate ECA's own research work; - provides technical assistance to ECA for the incorporation and management of spatially referenced data and information via electronic networks, including: sourcing geodata (images, vector/raster databases, metadata) from the Internet and elsewhere for ECA researchers and decision makers; maintaining a clearinghouse on Africa related geodata resources; working on mechanisms to link to institutions responsible for geographic information and identify tools for data exchange to facilitate access to relevant data and disseminate geodata; - contributes to the establishment of a metadatabase on programmes, activities and databases related to geoinformation carried out in Africa, by African governments, IGOs, NGOs, international organizations, universities and any other relevant bodies; - conducts specialised studies on spatial data acquisition, data retrieval, data processing facilities available in the region, including the formulation of proposals aimed at enhancing the effective use of geoinformation technology as a basic information resource; - assists the Division in providing, when necessary, expert advice to member States, sub-regional and regional institutions, focussing on strengthening national, sub-regional and regional capacities, with particular emphasis on endogenous capacity building; - attend and contribute professionally to seminars, workshops, meetings and conferences related to geoinformation issues; - assist in the development of skills of ECA staff on the use of geoinformation tools and techniques; - performs other duties as required.

#### Competencies

**Professionalism:** Demonstrated broad and in-depth knowledge of all aspects of policies and technologies related to the development, management, utilization and dissemination of geoinformation resources, conceptual and strategic analytical capacity to understand GIS applications, including state-of-the-art knowledge of systems, applications and techniques, gained through experience in the field; demonstrated capacity for intellectual leadership and ability to integrate knowledge with broader strategic, policy and operational objectives; ability to advise senior management on complex geoinformation systems development and related matters of significant importance to the institution and member states. - **Client Orientation:** Demonstrated ability to assess user requirements for geoinformation products and services and to develop solutions to address business needs. - **Communications:** Good interpersonal skills; excellent drafting ability and communication skills, ability to present complex concepts in a concise and accurate manner, ability to prepare written reports and papers that are clear, concise and meaningful. **Planning and organizing:** Ability to apply good judgment in the context of work assignments; proven ability to plan, coordinate and monitor own work plan and that of others; manage conflicting priorities. **Teamwork:** Ability to establish and maintain effective working relations internally as a team leader or member as well as with clients and partners; and work effectively in a multi-cultural, multi-ethnic environment with respect for diversity.

## QUALIFICATIONS

### Education

Advanced university degree in geomatics, geography, cartography, environmental and earth sciences, information sciences, computer sciences, or related field, with specialization in a major area of Geographic Information Management is required. A first level university degree with a relevant combination of academic qualifications and experience may be accepted in lieu of the advanced university degree.

### Work Experience

Minimum of five years relevant experience, including at least two years at the international level, in formulating policies and in the design and implementation of spatially referenced geographic information infrastructure, including the manipulation of related datasets and information. Practical experience in/on Africa is highly desirable. Experience in remote sensing techniques will be an advantage.

### Languages

English and French are the working languages of the United Nations Secretariat. For the post advertised, fluency in oral and written French or English, with a good working knowledge of the other, is required. Knowledge of another official UN language is an advantage.

### Other Skills

Practical skills in administering GIS software environments and associated SQL databases are required.

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**The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. (Charter of the United Nations - Chapter 3, article 8).** English and French are the two working languages of the United Nations Secretariat. The United Nations Secretariat is a non-smoking environment.

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

**PLEASE NOTE THAT APPLICATIONS RECEIVED AFTER THE DEADLINE WILL NOT BE ACCEPTED.**

### How to apply

All applicants are strongly encouraged to apply online as soon as possible after the vacancy has been posted and well before the deadline stated in the vacancy announcement. Because applications submitted by United Nations (UN) staff members are considered first, provided the eligibility requirements set out in ST/AI/2006/3 are met and the application is submitted in a timely fashion, staff members should apply within 15-day or 30-day mark.

Online applications will be acknowledged where an email address has been provided. If you do not receive an e-mail acknowledgement within 24 hours of submission, your application may not have been received. In such cases, please go to "My UN" page and check the status of your application by clicking on "View Application History", and resubmit the application, if necessary.

1. To start the application process, applicants are required to register by opening a "My UN" account. Go to Login, and Register as a User. Fill in the form and choose a User Name and Password.
2. After opening the account, applicants may apply for vacancies using the Personal History Profile (PHP) provided. Once the PHP has been completed for a particular vacancy, it can be saved and used for future applications. The PHP may be up-dated, when necessary, for future applications.
3. In completing the PHP, please note that all fields marked with an asterisk must be completed.
4. UN staff members must submit scanned copies of their two latest Performance Appraisal System (PAS) reports at the time of application to the appropriate Human Resources Office (HRO)/Personnel Office (PO) to the email address below, clearly indicating the vacancy announcement number. In case you have no access to the digitizing equipment, please submit hard copies of the two latest PAS reports to the relevant HRO/PO via fax.

**E-mail: [eca-galaxy@un.org](mailto:eca-galaxy@un.org),**

**Fax: 251-11-552-1634**

**Please see the Frequently Asked Questions, if you encounter problems when applying.**