



## ICT Senior Analyst – Reporting , Multiple positions

<b>Job categories</b>	IT
<b>Vacancy code</b>	VA/2020/B5011/20380
<b>Level</b>	ICS-9
<b>Department/office</b>	NYSC, SDC, UN Technology Support Services
<b>Duty station</b>	Valencia, Spain
<b>Contract type</b>	International ICA
<b>Contract level</b>	IICA-1
<b>Duration</b>	Open-ended subject to organizational requirements, availability of funds and/or satisfactory performance
<b>Application period</b>	17-Sep-2020 to 01-Oct-2020

Applications to vacancies must be received before midnight Copenhagen time (CET) on the closing date of the announcement.

### Background Information - Job-specific

The United Nations Support Office for Somalia (UNSOS) is mandated to provide administrative and logistics support to its partners in implementing the United Nations Security council resolution on Somalia.

The African Union Mission in Somalia (AMISOM) has about 20,000 uniformed personnel serving in the Area of Responsibility (AOR) located in central/southern Somalia. A segment of the troops is at the frontlines and the other performs supporting roles.

The primary focus of the Project will be the mission's capacity building to benefit the AMISOM, the United Nations Support Office in Somali (UNSOM) and the Somalia National Army (SNA) staff. It will focus on training of staff, promotion of standardization in utilization of UN-owned equipment (UNOE), mechanism for stakeholder engagement and feedback on training support. This will then inform the necessary adjustment in support in a structured but multidimensional manner targeting people, processes, procedures, and technology.

Under overall supervision of Senior Programme Manager, the incumbent will work under the general guidance of the Field Technology Section of UNSOS and Senior Manager – Business Systems. This is a position in UNOPS for supporting projects carried out for or in the United Nations Secretariat. The incumbent will administratively report to Data Analytics Specialist in New York, USA.

The incumbent of this position will be a staff member of UNOPS under its full responsibility.

## **Functional Responsibilities**

The ICT Senior Analyst – Reporting provides specific expertise in the implementation of advanced analytics solutions in support of UNSOS.

The ICT Senior Analyst – Reporting will be responsible for the following duties:

- Turn data and general ideas into well-designed products with the guidance of senior staff and clients;
- Support the development process, including guiding research staff, scoping, design, implementation, testing and delivery;
- Develop advanced analytics solutions derived from multiple data sources using state-of-the-art tools to enable insight and decision-making at various levels;
- Develop data models, including performance measures, to enable scorecard analysis;
- Develop report templates and branding materials for reporting purposes;
- Perform ad-hoc analysis and present results in a clear manner;
- Develop documentation and training materials;
- Assist Data and Analytics Specialist with data, visualization and analytics related problems and support issues;
- Analyze and synthesize data from multiple sources;
- Perform other duties as may be reasonably required and in line with the incumbent's scope of services above.

## **Impact of Results**

The individual contractor (IC) will support the advanced analytics aspects of UNSOS Field Technology Section (FTS) analytics initiative. The effective and successful achievement of key results by the ICT Senior Analyst – Reporting directly affects the overall efficiency of the office's provision of services, impacting the quality and accuracy of work completed. Timely and accountable delivery of services ensure client satisfaction and promotes the image and credibility of the team and office as an effective service provider in strategic services.

## Education/Experience/Language requirements

**\* FEMALE CANDIDATES ARE STRONGLY ENCOURAGED TO APPLY**

**\* CANDIDATES WITH NO UNITED NATIONS OR UNOPS EXPERIENCE ARE STRONGLY ENCOURAGED TO APPLY**

### Education

- Advanced university degree (Master's degree or equivalent) in information technology, computer science, engineering, economics, statistics, business or in a field related to the post description.
- Two (2) additional years of relevant work experience, in combination with a relevant first level university (Bachelor's degree or equivalent), may substitute for the requirement of a Master's degree.

### Work Experience

#### Required:

- A minimum of two (2) years of experience in development, implementation and maintenance of business intelligence / analytics tools and applications, or related tasks;
- A minimum of one (1) year of experience with MS Power BI, Tableau or any other similar self-service analytics tool;
- A minimum of one (1) year of experience with relational databases such as Microsoft SQL and other related databases;
- A minimum of one (1) year of experience with business and data analysis to identify precise, quantitative solutions;

#### Desirable: (The following experience is optional. Candidates who do not have it are welcome to apply).

- A keen interest in analytics, information management, visualization and performance optimization;
- Experience in report development with MS SQL Server Reporting Services;
- Experience with the following Office365 tools: Flow, Forms, PowerApps and SharePoint;
- Familiarity with advanced analytical techniques such as text mining, sentiment analysis, predictive analysis and event detection;
- Knowledge of Agile/Scrum methodologies and rapid prototyping approaches.
- Excellent experience with user-centric design process, tools and materials (reports, presentations) to communicate data-driven insights to clients and senior decision-makers;
- Experience in training users in analytics tools

## Language requirements

- For the position advertised, fluency in English (write, read, speak) is required.
- Knowledge of French is desirable.

## Contract type, level and duration

Contract type: Individual Contractor Agreement (ICA)

Contract level: International Individual Contractor Agreement (I-ICA 1)

Contract duration: Open-ended (renewable subject to funds availability and satisfactory performance)

For more details about the ICA contractual modality, please follow this link:

<https://www.unops.org/english/Opportunities/job-opportunities/what-we-offer/Pages/Individual-Contractor-Agreements.aspx> (<https://www.unops.org/english/Opportunities/job-opportunities/what-we-offer/Pages/Individual-Contractor-Agreements.aspx>).

## Competencies



Treats all individuals with respect; responds sensitively to differences and encourages others to do the same. Upholds organizational and ethical norms. Maintains high standards of trustworthiness. Role model for diversity and inclusion.



Acts as a positive role model contributing to the team spirit. Collaborates and supports the development of others. **For people managers only:** Acts as positive leadership role model, motivates, directs and inspires others to succeed, utilizing appropriate leadership styles.



Demonstrates understanding of the impact of own role on all partners and always puts the end beneficiary first. Builds and maintains strong external relationships and is a competent partner for others (if relevant to the role).



Efficiently establishes an appropriate course of action for self and/or others to accomplish a goal. Actions lead to total task accomplishment through concern for quality in all areas. Sees opportunities and takes the initiative to act on them. Understands that responsible use of resources maximizes our impact on our beneficiaries.



Open to change and flexible in a fast paced environment. Effectively adapts own approach to suit changing circumstances or requirements. Reflects on experiences and modifies own behavior. Performance is consistent, even under pressure. Always pursues continuous improvements.



Evaluates data and courses of action to reach logical, pragmatic decisions. Takes an unbiased, rational approach with calculated risks. Applies innovation and creativity to problem-solving.



Expresses ideas or facts in a clear, concise and open manner. Communication indicates a consideration for the feelings and needs of others. Actively listens and proactively shares knowledge. Handles conflict effectively, by overcoming differences of opinion and finding common ground.

## Additional Considerations

- Please note that the closing date is midnight Copenhagen time
- Applications received after the closing date will not be considered.
- Only those candidates that are short-listed for interviews will be notified.
- **Qualified female candidates are strongly encouraged to apply.**
- UNOPS seeks to reasonably accommodate candidates with special needs, upon request.
- Work life harmonization - UNOPS values its people and recognizes the importance of balancing professional and personal demands. We have a progressive policy on work-life harmonization and offer several flexible working options. This policy applies to UNOPS personnel on all contract types
- For staff positions only, UNOPS reserves the right to appoint a candidate at a lower level than the advertised level of the post
- For retainer contracts, you must complete a few Mandatory Courses (around 4 hours) in your own time, before providing services to UNOPS.
- The incumbent is responsible to abide by security policies, administrative instructions, plans and procedures of the UN Security Management System and that of UNOPS.

*It is the policy of UNOPS to conduct background checks on all potential recruits/interns. Recruitment/internship in UNOPS is contingent on the results of such checks.*

## Background Information - UNOPS

UNOPS is an operational arm of the United Nations, supporting the successful implementation of its partners' peacebuilding, humanitarian and development projects around the world. Our mission is to help people build better lives and countries achieve sustainable development.

UNOPS areas of expertise cover infrastructure, procurement, project management, financial management and human resources.

## Working with us

UNOPS offers short- and long-term work opportunities in diverse and challenging environments across the globe. We are looking for creative, results-focused professionals with skills in a range of disciplines.

## Diversity

With over 4,000 UNOPS personnel and approximately 7,000 personnel recruited on behalf of UNOPS partners spread across 80 countries, our workforce represents a wide range of nationalities and cultures. We promote a balanced, diverse workforce — a strength that helps us better understand and address our partners' needs, and continually strive to improve our gender balance through initiatives and policies that encourage recruitment of qualified female candidates.

## Work life harmonization

UNOPS values its people and recognizes the importance of balancing professional and personal demands.

## Background Information: Sustainable Development Cluster (SDC)

Based in New York, the Sustainable Development Cluster (SDC) supports diverse partners with their peacebuilding, humanitarian and development operations.

The SDC's services include grants management, development and special initiatives support, and technology support to the UN and UN agencies.

The SDC is part of the New York Service Cluster that supports the United Nations Secretariat, as well as a broadening community of other New York-based United Nations organizations, bilateral and multilateral partners in the delivery of UNOPS mandate in project management, infrastructure management, and procurement management.

## DISCLAIMER

The screening of your application will be conducted based on the information in your profile. Before applying, we strongly suggest that you review your [UNOPS Jobs profile](https://jobs.unops.org/pages/User/CreateProfile.aspx) (<https://jobs.unops.org/pages/User/CreateProfile.aspx>) to ensure completeness, especially the education and experience sections.

## RELEVANT STORIES

- "While the JPO programme was a learning experience for me, I was also able to share my own knowledge and skills with those I supervised later on."

**Pierre Jullien**

Director And Representative, Côte D'ivoire Operations Centre

- "Each place that I work in has so much history and culture to explore and I am lucky enough to enjoy it all, while helping improve the health of local communities"

**Nang Shri Seng Lao**

Unops Logistics Officer, Myanmar

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