

<h1>Advertisement</h1>		
UN JPO Programme		
<i>JPO in UN System Coordination</i>		
<i>United Nations Secretariat, Resident Coordinator's Office (RCO)</i>		<i>Closing Date</i> <i>10 August 2019</i> <i>7:00AM KST</i>
<u>Vacancy Announcement 19P079</u>		
I General information		
Title:	JPO in UN System Coordination	
Sector of Assignment:	System Coordination	
Country:	Buthan	
Location (City):	Timpbu	
Agency:	United Nations, Resident's Coordinator's Office Bhutan	
Duration of Assignment:	Initially one year with the possibility to extend up to 2 years	
Grade:	P2 step 1 in the first year/	
II Duties, responsibilities and Output Expectations		
General: To support the work of the Resident Coordinator's Office		
The JPO, under the guidance and direct supervision of the UN Resident Coordinator, will support the UNCT in <ul style="list-style-type: none"> • effective formulation and implementation of joint programmes/ programming, effective operation of One Programme groups/processes and implementation of their workplans, • advancement of harmonization of business operations services, and • UN-led donor coordination activities. 		
III Training component: Learning elements and expectations		
After the assignment the JPO will be able to: <ul style="list-style-type: none"> • Write assessment reports • Assess project proposals • Draft project budgets according to UN standards • Formulate job descriptions and project documents to address environmental problems in the region • To monitor progress in solving the industrial pollution problems and to formulate remedial action proposals 		
IV Supervision		

Title of supervisor:

UN Resident Coordinator

Content and methodology of supervision:

Establishment of a Work Plan: During the first month of the assignment, the Junior Professional Officer (JPO) will work jointly with his/her direct supervisor to finalize an agreed upon work plan. The final work plan will be discussed and mutually agreed to by the JPO and his/her supervisor.

V Required Qualifications and Experience**Education:**

Advanced university degree in Economics, Social Sciences, International Relations, and Political Sciences. A first level university degree with a relevant combination of academic qualifications and experience may be accepted in lieu of the advanced university degree.

Working experience (incl. internships and volunteering):

A minimum of two years of working experience in a relevant field.

Languages:

Proficiency in English

Other skills:

Required computer skills in a standardized language

UN competencies:**Professionalism:**

Knowledge of methodologies, assessment tools, systems and apply practical experience in planning, monitoring, evaluating and reporting and ability to apply to practical situations; Knowledge of financing for sustainable development and ability to apply to strategic and/or practical situations; Ability to capture, develop, share and effectively use information and knowledge; Ability to engage with other agencies, donors, and other development stakeholders and forge productive working relationships; Ability to evaluate, transform and model data to derive relevant findings- undertake & provide analysis of data to assess Org performance and or global trends; 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

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 the audience; Demonstrates openness in sharing information and keeping people informed

Creativity:

Actively seeks to improve programmes or services; Offers new and different options to solve problems or meet client needs; Promotes and persuades others to consider new ideas; Takes calculated risks on new and unusual ideas; thinks "outside the box"; Takes an interest in new ideas

and new ways of doing things; Is not bound by current thinking or traditional approaches

Teamwork:

Works collaboratively with colleagues 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.

VI Background information on Agency/Department/Section

Information on the receiving office:

Bhutan became the 132nd member of the United Nations on 21 September 1971, thereby accepting the values and principles of the organization. The Office of the United Nations in Bhutan was established in early 1974.

Since then, the country has been home to UN agencies, funds, and programmes that work as a team to respond to national development needs and improve the economic and social conditions of people of Bhutan.

The **UN Country Team (UNCT)**, which is led by the UN Resident Coordinator, comprises six resident agencies and 15 non-resident agencies (please see <http://www.unct.org.bt/about-us/>). The UN staffing footprint in Bhutan is approximately 95 staff (12 international; 83 national), all located in Thimphu. The Resident Coordinator Office has three positions (one UNV, two national).

In 2008, at the request of the Government, the UNCT in Bhutan became a Delivering as One (DaO) self-starter. In January 2014, the UNCT began a new One Programme (2014-2018) which is the second cycle of DaO support to Bhutan. The One Programme is fully aligned with Government's 11th Five Year Plan, and is structured around the four pillars of Gross National Happiness (GNH). The One Programme has four Outcome Areas: Sustainable Development; Essential Social Services; Gender Equality and Child Protection; Good Governance and Participation.

The Resident Coordinator Office in Bhutan is responsible for ensuring UN coherence and effectiveness in the country, and for deepening the DaO approach.

Living conditions at the Duty Station:

Thimphu, the capital of Bhutan, is a small rapidly growing town, with plenty of Indian/Thai and Bangladesh imported goods. The town is quiet, the people are friendly and hospitable, nightlife is limited, and there are a growing number of restaurants catering to international taste. Many people like to go walking (trekking) in nearby hills. Sports facilities exist but are not of luxury standard (tennis, indoor-swimming, badminton, cricket) and there are cinemas, which show local-language films. Electricity supply is reasonable (230 volts), but at peak times the voltage may drop and power cuts occur. Bhutan is a Buddhist country, rich in culture and tradition. Dress is more formal than in many other countries, and foreigners working in Bhutan will often wear formal dress (ties/jackets for men; long dresses/pants for women), or they may choose to wear the national dress. English is spoken fairly widely. Security is generally good in Thimphu, and crime rates are low; however, burglaries and house-break-ins do occur. The dogs roaming the streets can be dangerous. Thimphu is a relatively narrow valley between forested mountains, often rainy or cloudy, with temperatures rarely going much below zero or much above 30° Celsius. Accommodation is available in Thimphu

(furnished or unfurnished), for a single person or a family. Prices range from Nu 10,000 (approx \$200) per month for simple unfurnished apartment, up to Nu 40,000 (approx \$800) for better places and houses, furnished – higher levels of luxury are also available. Thimphu is located at a high altitude (over 7,000 feet), so initially people can be affected by breathlessness. People with a history of heart problems and/or high blood pressure can be adversely affected by the high altitude. Health facilities exist, but serious cases may have to be referred to hospitals abroad, e.g. in Bangkok or Delhi. HIV/AIDS prevalence is comparatively low. Public buses as well as regular taxis operate daily within the municipal area, and to other locations in the country. The town is small, however, and walking is a common means of moving around. The roads out from the city are through the mountains. Car-sickness is common. Travel to the East of the country will take 2 to 3 days by car. Currently, credit cards are accepted in many places including shops and restaurants. Educational facilities exist. There are establishments meeting the needs of international pre-school and primary school children. It appears that bringing young children presents little difficulty, but teenagers brought up in Western environments can find Bhutan a little stifling and boring.

VII How to apply

Note: This post is open in the context of the Junior Professional Officer (JPO) scheme sponsored by the Government of the Republic of Korea and is addressed **exclusively to candidates of the Republic of Korea.**

A) General requirements for candidates applying to the JPO vacancies funded by the Republic of Korea:

1. Korean citizenship
2. Fluency in Korean and English language
3. Completed advanced university degree (master's degree or equivalent), as per the vacancy announcement. A bachelor's degree and an additional two years of work experience may be accepted in lieu of the advanced university degree.
4. Not older than 32 years of age as of 31st December of 2019 (The maximum age limit for those who served in the military will be extended accordingly)
5. Male applicants shall have completed the Korean military service or be exempted from it.

B) Application process

Applicants should submit their application electronically directly to the Organization. **All documents should be in English.**

Candidates who would like to apply should do so **online** via <https://owa.undesa.it/oasrok/>

Applications must be received no later than 10 August 2019 (7:00 KST). Applications received after this date will not be considered. Applicants will receive a confirmation of receipt.

Only short-listed candidates will be contacted thereafter.

Evaluation of qualified candidates may include a written assessment exercise followed by competency-based interviews.

Please also make sure you read our guidelines on [how to apply](#) in the Online Application System (OAS).

C) Documents to be submitted for the application (only complete applications will be

considered)

1. A **motivation letter** and the **United Nations Personal History Statement (PHP/P11)** (submitted through the Online Application System (OAS))
2. A scanned copy of applicant's Resident Register
3. A copy of the (advanced) university degree
4. A certificate of English language proficiency. Applicants should submit a minimum of iBT TOEFL score of 107 or PBT equivalent or TEPS score of 800 or New TEPS score of 452.
5. **Only for male applicants:** A certificate of Korean Military Service. The maximum age limit for those who served in the military will be extended* in accordance with the Support for Discharged Soldiers Act and the military service law.
6. **Only for low-income applicants:** A scanned copy of applicant's certificate of National Basic Livelihood Security Recipients issued in Korean and its unofficial English translation

For general information on the Korean JPO Program and additional conditions see the following website: <https://UNrecruit.mofa.go.kr>

* Age limit for male candidates who have completed military service:

- Less than one year will be extended for one year;
- one year above and two years under will be extended for two years;
- two years or more will be extended for three years.

[Please note that applicants can apply for **a maximum of two JPO positions** sponsored by the Ministry of Foreign Affairs of the Republic of Korea during the year of application.]