

United Nations Nations Unies

Representative of the Secretary-General for the investment of the assets of the United Nations Joint Staff Pension Fund

The United Nations welcomes applications for the position of representative of the Secretary-General for the investment of the assets of the United Nations Joint Staff Pension Fund, at the Assistant Secretary-General level, based at United Nations Headquarters in New York.

In order to ensure a wide pool of candidates for this position, the Secretariat welcomes applications to supplement the Secretary-General's search and consultations. Applications from women candidates are strongly encouraged.

Applications must be submitted through the following website:
<https://www.un.org/sg/en/vacancies/index.shtml> by Monday 29 June 2020.

Further information on the United Nations Joint Staff Pension Fund is available on the following website: <http://www.unjspf.org/>

The representative of the Secretary-General reports directly to the Secretary-General. The responsibilities and functions of the representative of the Secretary-General (Assistant Secretary-General) for the investment of the assets of the United Nations Joint Staff Pension Fund in the Annex to General Assembly Resolution 68/247 B. Those responsibilities and functions include the following. The representative of the Secretary-General:

- Reporting to the Secretary-General and in consultation with the Investments Committee of the Fund and in the light of observations and suggestions made from time to time by the Pension Board on investments policy, will exercise discretionary authority over the investment of the assets of the Fund and will be responsible for the overall investment policy and for oversight and management of the investments of the Fund.
- Will lead the investment operations in terms of strategy and policy analysis, asset allocation, portfolio management and investment decision-making; risk management and compliance and monitoring; and back-office accounting, trade settlement, cash management and systems and information technology requirements.
- Supervising the Director of the Office of Investments Management, will ensure that all the operations and functions of the Office are properly coordinated and coherent, are aligned to safeguard fiduciary

responsibilities, support the goals of the office and enhance the long-term sustainability of the Fund. The representative of the Secretary-General will work closely with the Chief Executive of Pension Administration.

- Is responsible for investment policy, strategic and tactical asset allocation and the appropriate investment strategy in consultation with the Investments Committee and in the light of observations and suggestions made from time to time by the Pension Board on investments policy.
- Will oversee the implementation of investment decisions and ensure that the approved investment policy and asset allocation are followed.
- Is responsible for carrying out the responsibilities of the Secretary-General under article 19 (b) of the regulations of Fund including to ensure that detailed accounts of all investments and other transactions relating to the Fund are maintained and for reporting to the Pension Board, the Advisory Committee on Administrative and Budgetary Questions and the General Assembly on the Fund's investments.

In soliciting applications for this position, the Secretary-General is seeking an individual with:

- Over 20 years of proven progressively responsible experience in the management of economic, social security and/or financial policies and activities for governmental or intergovernmental organizations or for substantial private concerns, including, proven track record of extensive relevant experience in the management of investment of complex portfolios of assets of various classes, such as pension funds, including their risk management, and in financial markets.
- Demonstrated direct knowledge of and experience in managing financial, economic and investment policies, including:
 - (a) Defining and overseeing investment policy for substantial and diversified investment portfolios having long-term return objectives, including policies for investment objectives, risk appetite and tolerance, the risk framework, the investment milieu, restrictions on investments, and social responsibility considerations;
 - (b) Developing strategic asset allocation for portfolios aiming for long-term rates of return, particularly for defined-benefit pension or other similar long-term social security and similar benefit schemes where long-term asset-liability management considerations are paramount;
 - (c) Developing, implementing and monitoring investment strategies and overseeing research on economic and other trends affecting financial markets;
 - (d) Managing interdisciplinary and internationally diverse teams of financial professionals in a multicultural working environment;

- (e) Reporting to and coordinating with governing organs (e.g. legislative bodies, boards and committees) on investment, financial and/or technical matters.

Languages

English and French are the working languages of the United Nations. For this position, fluency in English is required. Proficiency in another United Nations official language will be an advantage.

Human rights screening

Individuals who seek to serve with the United Nations in any individual capacity will be required, if short-listed, to complete a self-attestation stating that they have not committed, been convicted of, nor prosecuted for, any criminal offence and have not been involved, by act or omission, in the commission of any violation of international human rights law or international humanitarian law.

Conflicts of interest

All United Nations staff members are expected to uphold the highest standards of efficiency, competence and integrity. Senior leaders in particular, have the responsibility to serve as role models in upholding the organization's ethical standards. A conflict of interest occurs when, by act or omission, a staff member's personal interests interfere with the performance of their official duties and responsibilities, or call into question their integrity, independence and impartiality. Risk for conflicts of interest may arise from a staff member's engagement in outside (non-UN) employment or occupation; outside activities, including political activities; receipt of gifts, honours, awards, favours or remuneration from external (non-UN) sources; or personal investment. In particular, no staff member shall accept any honour, decoration, favour, gift or remuneration from any Government (staff regulation 1.2 (j)).

Where a real or perceived conflict of interest does arise, senior leaders are obligated to disclose this to the organization without delay. In order to avoid real or perceived family influence or preferential treatment and conflicts of interest that could stem from such situations, the United Nations Staff Rules provide that appointments "shall not be granted to anyone who is the father, mother, son, daughter, brother or sister of a staff member" (staff rule 4.7 (a)).

Short-listed individuals will also be required to complete the pre-appointment declaration of interests for senior positions to identify possible conflicts of interest that may arise and to proactively prevent and manage, as much as possible and in a timely manner, situations in which personal interests may conflict or appear to conflict with the interests of the United Nations, should the individual be appointed to this position.