

The Secretary-General is pleased to announce the following job opening: Controller, Assistant Secretary-General for Programme Planning, Budget and Finance.

In order to ensure a wide pool of candidates for this position, the Secretariat would welcome any applications to supplement the Secretary General's own search and consultations. The application of women candidates is strongly encouraged.

All applications should include the curriculum vitae of the candidate and must be sent to the Secretariat of the United Nations by 3 December 2018. Applications may also be sent to ousg-dm@un.org or by fax to +1-212-963-8424.

Further information on the Office of Programme Planning, Budget and Finance is available in the Secretary-General's bulletin ST/SGB/2003/16 and on the following web site: <http://www.un.org/en/hq/dm/budget.shtml>

Functions of the position

The Controller is responsible for all activities of the Office of Programme Planning, Budget and Finance and its administration and management. The Controller is accountable to the Under-Secretary-General for Management.

The core strategic functions of the Controller include:

- Provide leadership, direction and advice on matters that relate to the development, implementation, coordination of policies relating to programme planning, budget and finance;
- Responsible for all activities of the Office of Programme Planning, Budget and Finance, including overseeing five organizational entities: Programme Planning and Budget Division, Peacekeeping Financing Division, Treasury, Financial Information Operations Service and Accounts Division; in the Office.
- Administers the Financial Regulations and Rules of the United Nations and ensures compliance therewith.
- Provide the Secretary-General, the Under-Secretary-General for Management, and senior leadership with advice and support on all matters pertaining to budgets, planning and finances of the Organization;
- Represent the Secretary-General in high-level forums on budgetary and financial matters, including in the committees of the General Assembly, the Advisory Committee on Administrative and Budgetary Questions and the Committee for the Programme and Coordination in the presentation of the programme planning and programme budget documents, the budgets of the criminal tribunals, peacekeeping budgets and budget performance reports.
- Formulate the Organization's budget proposals, including budgets for peacekeeping operations; exercise financial control of the resources of the Organization;
- Establish budgetary and financial policies, procedures and guidelines for the Organization;

- Guide the assessment and evaluation of financial performance of the organization and provide strategic recommendations to enhance financial performance and manage related risk.
- Identify broad strategies required for the development and implementation of the work of the programme of the Office;
- Carry out management activities and make managerial decisions to ensure the effective, efficient and economic operation of the programme.

Priorities of the Position

The Controller will be a key change leader to ensure the effective implementation of organizational reform with engagement with multiple stakeholders. The Assistant Secretary-General is required to function effectively with member states, senior management, staff and other stakeholders at many levels and with broadly divergent interests. It is essential that s/he have a solid grasp of the demands faced by a global and highly diverse institution like the United Nations and its specialized agencies. S/he requires a strong understanding of budgetary and financial matters and of United Nations inter-governmental process. Success will be measured in terms of creating value for the institution and its stakeholders, driving innovation, mitigating risk, and effective budget and cost management.

Ultimate success will depend on the following key components:

Provide leadership – S/he must forge and sustain strong linkages with the senior leadership team to assist them in the development of their strategies, helping to identify other more appropriate approaches to achieve maximum efficiency and effectiveness in their functions. Additionally, s/he must provide a vision that is realistic and achievable, possess the ability to communicate clearly and concisely with a wide variety of stakeholders, and successfully negotiate outcomes that represent the best interests of the entire UN system in the pursuit of its collective mission and individual mandates.

Stakeholder engagement - The Controller must - in a politically astute manner – obtain and prioritize the buy-in required from a diverse group of key stakeholders to accomplish management reforms, efficient use of financial resources in support of programme delivery, and achievement of organizational goals and objectives. S/he will focus on building relationships of trust with Member States, senior management in the Secretariat and other organizations of the UN system, applying his/her skills as a good negotiator and a strong influencer.

Management of large change projects – The Controller will need to drive the challenging (in terms of fundamental structural change, overcoming potential internal resistance/inertia, and short time-lines) new reform projects and those currently underway, to successful completion. A focus on the people and behaviour side of change is essential.

Management of the function – The Controller will effectively recruit, manage, inspire and motivate people and deliver high quality services and programs. S/he will ensure that appropriate planning, communication, and implementation plans are put in place during this time of change as to properly implement the current and future strategies.

Partnerships – S/he must build external and internal alliances, through understanding internal clients’ strategic and operational challenges and sustaining external visibility, representing the UN in global forums and maintaining contacts throughout the global common services community to stay abreast of developments in the UN system, wherever possible adopting best practice.

Candidate Profile

This is an opportunity for an experienced senior leader to contribute to the United Nations’ senior management team and help the organization modernize its business model and evolve its delivery of financial reforms, budget formulation and financial planning, performance and risk management, internal controls and financial systems. The ideal candidate will possess substantial experience in managing complex and large-scale operations, and a deep understanding and commitment to the mission of the United Nations. The candidate will ideally bring a broad, cross-functional perspective and experience, where he or she would have gathered a strong track record in inter-governmental processes, in negotiation, change management and ability to build consensus amongst stakeholders.

This is a role for a seasoned professional who brings a strong strategic capability, combined with or executive level experience in managing and implementing budget and financial reforms, modern initiatives and systems, and managing change in a complex large-scale operation at the international level. High commitment to the values and guiding principles of the United Nations and impeccable personal and professional integrity is essential. Familiarity with the United Nations system, including of current peacekeeping, human rights, humanitarian and development settings and challenges is helpful.

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

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.