

The Secretary-General is pleased to announce the following job opening:

Under-Secretary-General for Management (DM)

The Department of Management provides strategic guidance and develops enabling policies, procedures, processes, systems and tools to support all entities of the Secretariat, including field based entities, Offices Away from Headquarters and the Regional Commissions, in four broad management areas, namely, human, finance, information communication technology (ICT), and physical resources (support operations and services).

The Department is headed by the Under-Secretary-General for Management, who is assisted, in discharging his/her functions, by the Assistant Secretaries-General of the Office of Human Resources Management (OHRM), Office of Programme Planning, Budget and Accounts (OPPBA), Office for Information Communication Technology (OICT) and the Office of Central Support Services (OCSS).

The Under-Secretary-General for Management is accountable to the Secretary-General and is responsible for the following activities:

- Develops the strategy and formulates the Secretariat's management policies and has overall responsibility for ensuring the effective and efficient management of the human, financial, information communication technology and physical resources management services of the Secretariat;
- Provides leadership and directs the activities of the Department of Management to ensure effective and efficient delivery of support services to better enable implementation of mandates by all the entities;
- Provides policy guidance, coordination and direction on management reforms to programme managers of the Secretariat and ensures effective change management and communications to all staff;
- Provides leadership, direction and advice on matters relating to the development, implementation, coordination, monitoring and communication of human resources strategies, policies and programmes throughout the Secretariat and ensures the effective running of the management evaluation process;
- Provides strategic direction, policy guidance and coordination for the preparation and review of the proposed strategic framework, the biennial budget and the programme performance report;
- Provides strategic direction, policy guidance and coordination for the planning, development and implementation of information communication technology strategies that are aligned with and support the core work of the United Nations;
- Ensures effective management of facilities and the assignment of office space to entities of the Secretariat and is responsible for providing strategic and management direction and coordinating relations with the host country relating to management and facilities issues;
- Represents or ensures the representation of the Secretary-General on management matters in relation to governing bodies, funds, programmes and

agencies of the United Nations common system and administrative advisory bodies. The Under-Secretary-General also monitors emerging management issues throughout the Secretariat by interacting with executive committees;

- Maintains close liaison with host-country authorities and Member States on all substantive aspects relating to the management of the financial, human and physical resources of the Secretariat.

Further information on the Department of Management is available on the following website: <https://www.un.org/en/hq/dm/>

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. Women candidates are strongly encouraged to apply.

The Secretary-General is seeking an individual with:

- Demonstrated leadership experience with strategic vision and proven skills in managing complex organizations, such as an intergovernmental, international non-governmental or multinational private sector entities;
- Demonstrated ability to lead other leaders, work harmoniously in a multi-cultural team and establish and effective working relationships/partnerships both within and outside the organization;
- Ability to lead enabling functions and ensure effective service delivery.
- Ability to lead change, build consensus and drive effective campaigns among a broad spectrum of people and organizations;
- Demonstrated creativity and proven ability to propose new ideas and lead on new ways of doing things in a manner that is not bound by current thinking or traditional approaches;
- High commitment to the values and guiding principles of the United Nations and familiarity with the United Nations system, including peacekeeping, human rights, humanitarian and development settings and challenges.

Human rights screening

Individuals who are either nominated by Member States or 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.

All applications should include the curriculum vitae of the candidates and must be sent to the Secretariat of the United Nations by Monday 20 March 2017. Applications may also be sent to eosgapapplications20172@un.org