WRIU/333

Title: Programme Specialist
Post No.: AS/RP/PAK/ED/0013
Category and level: Professional category (P-4)
Organizational location: UNESCO Islamabad Office
Islamabad, Pakistan

Qualifications and experience required:
- Advanced university degree in the field of education.
- At least 10 years experience in the field of education, at national and international level.
  Experience in a UN agency administration and/or field work would be an advantage.
- Knowledge of world processing, data bases, and spreadsheets would be an asset.

Deadline: 04 January 2003

WRIU/304

1. Title: Senior Public Information and Liaison Officer for Communication and Information
Post No.: NN/AC/USA/CI/0901
Category and level: Professional category (P-5)
Organizational location: UNESCO Liaison Office in New York
New York, USA

Qualifications and experience required:
- Advanced degree in journalism/mass communications, media or related field. Strong understanding of mass media as well as the new information and communication technologies (ICTs).
- At least 10 years experience working in print of broadcast media, information or ICT-related field, preferably with at least three years spent in a supervisory or management capacity. Proven practical ability to devise, implement and manage projects, especially those involving team work.
  Strong knowledge of UNESCO’s programme and activities as well as solid understanding of the United Nations systems.
- Strong computer skills, and knowledge of computer graphic desirable.

Deadline: 11 December 2002
2. Title: English Editor  
Post No.: BPI-015  
Category and level: Professional category (P-3)  
Organizational location: Editorial Section, Bureau of Public Information  
UNESCO Headquarters Paris, France  
Qualifications and experience required:  
- University degree relevant to the Organization's fields of competence.  
- Proven practical ability to devise, implement.  
- Five years experience as a journalist covering news and international relations; Five years professional experience in institutional communication for an international organization.  
- Proficiency in the use of word processing and Internet to generate copy and carry out research.  
Electronic communication skills to maintain contact with colleagues within and beyond the organization, as well as with media partners.  
Deadline: 30 November 2002

3. Title: Assistant Programme Specialist  
Post No.: AF/RP/NAM/SC/0009  
Category and level: Professional category (P-1/P-2)  
Organizational location: UNESCO Windhoek Office  
Windhoek, Namibia  
Qualifications and experience required:  
- PhD or equivalent.  
- At least five years working experience, preferably in university and/or international organizations, including experience of working in developing countries.  
- Ability to use a PC.  
Deadline: 5 December 2002

4. Title: Programme Specialist  
Post No.: AF/RP/SEN/SC/0003  
Category and level: Professional category (P-3)  
Organizational location: UNESCO Dakar Office  
Dakar, Senegal  
Qualifications and experience required:  
- PhD or equivalent in Ecological Sciences.  
- Substantial professional working experience, preferably in university and/or international organizations.  
- At least five years practical working experience, including experience in developing countries.  
- Ability to use of PC.  
Deadline: 6 December 2002

5. Title: Programme Specialist  
Post No.: AF/RP/URT/SC/0001  
Category and level: Professional category (P-3)  
Organizational location: UNESCO Dar-es-Salaam Office  
Dar-es-Salaam, Tanzania  
Qualifications and experience required:  
- PhD or equivalent in an appropriate area of Engineering, Applied Science or Science and Technology Management.  
- Substantial professional working experience in a maintenance related field, preferably in Africa, including coastal zones and small island states or a similar development context; international experience.  
- Ability to use a PC.  
Deadline: 12 December 2002
Title: Chief of Section
Post No.: ED-690
Category and level: Professional category (P-5)
Organization location: Division for Combating Exclusion through Education, UNESCO Headquarters, Paris, France
Qualifications and experience required:
- Advanced university degree in the field of educational research or the social sciences.
- 10 to 15 years' experience in problems pertaining to education, preferably at the international level.
- Theoretical and practical knowledge of educational contents and methods.
- Thorough knowledge of and experience in the working procedures of UNESCO and the United Nations.
- Thorough knowledge of computer-based tools (Word, email, the Internet) for research and the processing and dissemination of information.
- Excellent knowledge of French or English, and good knowledge of the other language.
Closing date: 21 October 2002

Title: Assistant Personnel Officer
Post No.: HRM-196
Category and level: Professional category (P-1/P-2)
Organization location: Bureau of Human Resources Management, UNESCO Headquarters, Paris, France
Qualifications and experience required:
- A minimum of Bachelor's degree in public administration, human resources, law or another relevant field.
- At least 2 years relevant working experience, preferably in an international environment.
- Ability to use microcomputers.
- Excellent knowledge of English and French and good knowledge of the other language. Knowledge of Spanish would be an asset.
Closing date: 27 August 2002

Title: Chief of Section
Post No.: SC-300
Category and level: Professional category (P-5)
Organization location: Intergovernmental Oceanographic Commission (IOC) Natural Sciences Sector
Qualifications and experience required:
- University degree preferably at Ph.D level in Environmental/Marine Sciences/Oceanography or Fisheries. Proven management experience heading a major national programme, centre or agency of marine science/oceanography. Proven record in fund raising or revenue-generation in a science/technology institution or programme.
- Ten years experience in managing and coordinating research work/projects in the field of marine sciences.
- Good knowledge in word processing software, Excel, and Web pages software.
- Excellent knowledge of English or French and good knowledge of the other language.
Closing date: 18 September 2002
Category and level: Professional category (P4)
Organization location: Classification and Compensation Section
Bureau of Human Resources Management
UNESCO Headquarters, Paris, France

Qualifications and experience required:
- University degree, preferably in Public Administration, Human Resource Management, Economics or related field.
- At least 7 years of progressively responsible professional experience and excellent knowledge of classification and compensation systems, preferably within the UN.
- Excellent knowledge of English or French, both oral and written, and good knowledge of the other language.

Competencies:
- High level of conceptual and analytical ability in the development of policies and procedures.
- Ability to communicate effectively and persuasively (orally and in writing).
- Ability to establish and maintain effective working relationships with management and staff.
- Track record in seeking innovative ways to resolve organizational problems by demonstrating resourcefulness, initiative, discretion and maturity of judgement.
- Excellent presentational skills and ability to use word processing equipment.
- Good organizational and planning skills.

Closing date: 30 September 2002

Title: Director of the Division for Freedom of Expression, Democracy and Peace
Post No.: WRIU/217

Category and level: D-1
Organization location: Communication and Information Sector
UNESCO Headquarters, Paris, France

Main responsibilities:
Under the authority of the Assistant Director-General for Communication and Information, the incumbent of the post will be responsible for the formulation, execution, and evaluation of the programme of the Division. This will include elaborating and implementing UNESCO's activities relating to the promotion of freedom of expression, pluralism and independence of the media, by encouraging the activities of non-governmental and professional organizations working in the field. The incumbent will work closely with Member States, United Nations Agencies, regional and international intergovernmental and non-governmental organizations and professional media organizations, universities, research centres, and other institutions concerned with a view to building awareness of these issues among the general public, decision makers, parliamentarians, civil society organizations and journalism training institutions; strengthening the exercise of freedom of expression in countries in transition and in conflict or post-conflict areas; providing support to public authorities wishing to bring their legislation and policies into line with recognized international standards of democratic media environment; ensuring follow up to the declarations and plans of action of the five regional seminars on the promotion of independent and pluralist media organized by UNESCO over the past decade, and consolidating alert networks aimed at providing more effective protection to journalists. He or she will also work closely with the regional advisers of the Communication and Information Sector and with UNESCO's
programme sectors to ensure consistent strategy and action regarding freedom of expression.

Qualifications and experience required:
- Advanced university degree in communication, political or social science or international law.
- Extensive international experience (at least 10 years) in the field of the media and international relations.
- Recognized leadership in the field of press freedom, media pluralism and independence.
- Excellent command of written and spoken English or French - the two working languages of the UNESCO’s Secretariat - with excellent drafting ability in one of them, and a good command of the other language. Knowledge of another official language (Arabic, Chinese, Russian or Spanish) would be an asset.

Competencies:
The successful candidate should be able to:
- Lead and motivate teams in a multicultural environment;
- Communicate effectively and persuasively, orally and in writing;
- Establish plans and priorities and implement them effectively.

Closing date: 15 October 2002

Title: Administrator
Post No.: ILEP-802
Category and level: Professional category (unclassified equivalent to P-4)
Organization location: Administrative Unit International Institute of Educational Planning (HEP) Paris, France

Qualifications and experience required:
- Advanced university degree preferably in economics, administration, accountancy, law or other similar specialized training.
- 6 to 8 years’ relevant experience in a managerial/financial/administrative position, preferably in an international organization.
- Knowledge and practice of administrative, financial and budgetary techniques used in an international organization, preferably UNESCO.
- Capacity to adopt (i) a problem-solving method within the context of a complex international administration, and (ii) a flexible approach ensuring, at the same time, proper accountability.
- Enjoy working in a dynamic and growing unit and ability to work and cooperate with different nationalities in a multi-cultural environment.
- Competence in the use of personal networked computers is essential and required particularly in the use of software for general and specialized applications for the purposes of budget, finance and personnel administration. Ability to work in the IIEP local area network and to connect and work with other networks.
- Excellent knowledge of English and French and good knowledge of the other language. Knowledge of Spanish would be an asset.

Closing date: 30 September 2002

Title: Purchasing Officer
Post No.: ADM-228
Category and level: Professional category (P-3)
Organization location: Purchasing Section (Field), Procurement Division, Sector for Administration, UNESCO Headquarters, Paris, France

Qualifications and experience required:
- Broad-based first degree (natural sciences or engineering) and advanced university degree (masters or higher) in chemistry, physics or biological sciences.
- Sound experience in procurement. Knowledge of United Nations or public service contracting practices and...
advantage including technical specification development, contract management and negotiation.
- 10 years experience in managing and coordinating research work/projects in the field of marine sciences.
- Good knowledge in word processing software, Excel and Web-pages software.
- Excellent knowledge of English or French and good knowledge of the other language.

Closing date : 18 September 2002

Title : Chief Section
Post No. : HRM-189
Category and level : Professional category (P-4)
Organization location : Classification and Compensation Section
Bureau of Human Resources Management
UNESCO Headquarters, Paris, France

Qualifications and experience required :
- University degree, preferably in Public Administration, Human Resource Management, Economics or related field.
- At least 7 years of progressively responsible professional experience and excellent knowledge of classification and compensation systems, preferably within the UN.
- Excellent knowledge of English or French, both oral and written, and good knowledge of the other language.

Competencies :
- High level of conceptual and analytical ability in the development of policies and procedures.
- Ability to communicate effectively and persuasively (orally and in writing).
- Ability to establish and maintain effective working relationships with management and staff.
- Track record in seeking innovative ways to resolve organizational problems by demonstrating resourcefulness, initiative, discretion and maturity of judgement.
- Excellent presentational skills and ability word processing equipment.
- Good organizational and planning skills.

Closing date : 30 September 2002

Wakil RI pada UNESCO

Bambang Soehendro
Duta Besar

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