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| <h1>Vacancy announcement</h1> | |  |
| <h2>UN JPO Programme</h2> | | |
| <h3>JPO in Logistics Planning and Supply Chain Management</h3> | | |
| <i>Junior Professional Officer (JPO), Department of Operational Support (DOS) / Logistics Division (LD) / Supply Chain Planning Service(SCPS)</i> | | |
| | | Closing date 17 May 2024 6 pm EST |
| <u>Vacancy Announcement # 21P346</u> | | |
| I General information | | |
| Title: | JPO in Logistics Planning and Supply Chain Management | |
| Sector of Assignment: | Supply Chain Planning | |
| Country: | USA | |
| Location (City): | New York | |
| Agency: | United Nations Secretariat / Department of Operational Support (DOS) / Logistics Division (LD) / Supply Chain Planning Service (SCPS) | |
| Duration of Assignment: | Initially 1 year (with possible extension for another year) | |
| Grade: | P2 step 1 in the first year | |
| Note: This post is opened in the context of the Junior Professional Officer (JPO) scheme sponsored by France and is open to persons with French citizenship. | | |
| Candidates must be born on or after 31/12/1991 and before 01/01/2000. | | |
| II Duties, responsibilities and Output Expectations | | |
| Within delegated authority, the Junior Professional Officer will be responsible for the following duties: | | |
| <ul style="list-style-type: none"> Identify information sources from Enterprise Resource Planning (ERP) systems modules and other relevant systems of record to capture required data for the end-to-end Supply Chain Planning. Extract, analyze and integrate data to develop operational, analytical and strategic reporting solutions. Develop, optimize and maintain visualizations tools to provide real-time insights to business data. Contribute to design, implement and report on Key Performance Indicators (KPIs) for Supply Chain Planning (SCP). Contribute to the formulation of Standard Operating Procedures for measuring the KPIs for the end-to-end SCP processes through application of metrics for process diagnostics. | | |

Analyze data to identify problematic areas and provide inputs for improvements of Supply Chain processes. Monitor key indicators to analyze the overall Supply Chain performance against established benchmarks/targets.

- Assist in preparation of forecast of supply chain demand using statistics of modelling for global portfolio of entities supported by the Department of Operational Support (DOS).
- Prepare recommendations to the Chief of Service and other stakeholders based on data analysis and independent root cause analysis conducted with key stakeholders/business process owners.
- Produce timely and actionable information which help drive business results and guide decision-making process. Devise and contribute to promote effective analytic models and creative data visualization to derive actionable intelligence and enable management decisions.
- Contribute to the development of business rules, guidelines, standard operating procedures and other guidance materials based on the UN regulations and rules, international standards and recommended practices on supply chain management.
- Assist in reviewing the assessments of issues and trends, preparation of evaluation or research activities and studies.
- Under the guidance of the Chief of Service, gather requirements from various stakeholders and business process owners to define specific business requirements for the end-to-end Supply Chain Planning.
- Provide recommendation to Chief of Service on continuous improvement and innovation in the area of Supply Chain.
- Coordinate logistics operations with UN agencies, military and other organizations in the field.
- Act as focal point for integrated planning functionality with military and force generation counterparts.
- Perform other related duties as required.

III Training component: Learning elements and expectations

On completion of the assignment, the JPO will have/be able to:

- Understand the planning and coordination mechanisms of the supply chain requirements and logistics plans for the peacekeeping context from a larger-scale, headquarters perspective.
- Analyze and report on the forecast of supply chain demand for all entities supported by DOS.
- Analyze and present data on different aspects of the operational performance of DOS.
- Plan Supply Chain activities.
- Draft clear and concise assessment reports.
- Work with a variety of analytical tools and methodologies.

IV Supervision

Title of Supervisor:

Chief of Supply Chain Planning Service in Logistics Division

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.

Evaluation: The United Nations Performance Evaluation System (e-performance) will serve as a primary platform to evaluate of the JPO's performance.

V Required Qualifications and Experience

Education:

Advanced university degree (Master's degree or equivalent) in supply chain management, engineering sciences, logistics, business administration, management studies, military studies or a related area. A first-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.

Working experience (incl. internships and volunteering):

A minimum of 2 years of relevant work experience in areas such as engineering, logistics, supply chain management, business administration, civil or military affairs is required. Experience working for or liaising with international, intergovernmental or regional organisations is desirable.

Other skills:

- Experience in working in Excel and Data Base Management (Access) is required.
- Experience in BI, Power BI and Structured Query Language (SQL) analysis tools is desirable.
- Experience in sourcing, cleaning and preparation of data, selection and developing visualizations/metrics that enable
- easy communication/interpretation by the users is desirable.
- Experience in Supply Chain support services in a complex, volatile, conflict or post conflict environment is

- desirable.
- Experience in an international setting such as UN peacekeeping missions is desirable.
- Experience in developing and implementing ERP Supply Chain management solution is desirable.
- Certifications in project Management (PRINCE2 or equivalent), Supply Chain (SCOR-P, CSCP or equivalent), Lean
- Six Sigma are desirable.
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Languages:

English and French are the working languages of the UN Secretariat. For this position, fluency English is required. Knowledge of French is desirable.

UN competencies:

PROFESSIONALISM: 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; Excellent political analysis skills, with an ability to identify problems (political, economic and social) affecting a country or geographic area.

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

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

PLANNING & ORGANIZING: Develops clear goals that are consistent with agreed strategies; Identifies priority activities and assignments; adjusts priorities as required; Allocates appropriate amount of time and resources for completing work; Foresees risks and allows for contingencies when planning; Monitors and adjusts plans and actions as necessary; Uses time efficiently

Workforce Diversity

The United Nations believes that an inclusive culture attracts the best talent and encourages all qualified applicants, regardless of gender, disability, sexual orientation, cultural or religious backgrounds, to apply.

VI Background information on Agency/Department/Section

This position is located in the Supply Chain Planning Service in the Logistics Division (LD) of the Department of Operational Support (DOS).

DOS works with UN and non-UN partners to plan, mobilize and sustain operations in the world's most complex environments. The LD provides strategic direction and advice on logistical matters, monitors and assesses the delivery of transportation and specialist support services in the functional areas of air transport, surface transport, engineering, medical and supply, as well as aviation safety operations. The LD has been mandated to implement the supply chain management vision and strategy for a well-managed and agile supply chain to support United Nations Secretariat with effectiveness and efficiency through integrated 'end-to-end' processes, starting with robust planning and managing global demand, strategic sourcing, consolidated delivery and return, supported by a strong performance management framework.

VII How to apply

Applicants should submit their application electronically directly to the Organization.

Candidates who would like to apply should do so **online** via

<https://owa.undesa.it/oas/oas.aspx?CMD=START&CP=15>

Applications must be received no later than **17 May 2024, 6.00 pm (Eastern Time UTC-5, New York USA)**. Applications received after this date will not be considered. Applicants will receive a confirmation of receipt.

Only short-listed candidates will be contacted thereafter.