

# Vacancy announcement

UN JPO Programme

JPO in Crime Research

*United Nations Office on Drugs and Crime (UNODC)/  
Regional Office for West and Central Africa/ Research and  
Awareness Unit*



**Closing date**  
**9 August 2024**  
**11:59pm KST**

## Vacancy Announcement # 22P314

### I General information

<b>Title:</b>	JPO in Crime Research
<b>Sector of Assignment:</b>	Crime Research
<b>Country:</b>	Senegal
<b>Location (City):</b>	Dakar
<b>Agency:</b>	United Nations United Nations Office on Drugs and Crime (UNODC)/ Regional Office for West and Central Africa/ Research and Awareness Unit
<b>Duration of Assignment:</b>	The initial appointment is for 1 year, renewable based on performance and availability of funds.
<b>Grade:</b>	P2 step 1 in the first year

**Note:** This position is open in the context of the Junior Professional Officer (JPO) scheme sponsored by the Government of the Republic of Korea and is addressed exclusively to candidates with the Korean citizenship.

For general information on the Korean JPO Program and additional conditions see the following website:

<https://UNrecruit.mofa.go.kr>

### II Duties, Responsibilities and Output Expectations

The JPO shall be involved directly in the activities of the work being carried out by the Research and Awareness Unit. The JPO will carry out basic research on selected issues, operations and other activities, including collection, analysis and presentation of data and other information gathered from diverse sources. The duties of the JPO include:

- Participate in the planning, organization, delivery and coordination of research projects, including field missions, by assisting preparing project documents, including budgets and concept notes, providing logistical support, preparing and delivering activities and following up on actions;
- Assist in the production of analyses of Transnational Organized Crime and Terrorism, including on drug trafficking, firearms, medical products, gold and crimes that affect the environment;.
- Assist in undertaking research activities including collecting, organizing and monitoring the collection of data, and analyzing data on Transnational Organized Crime, including the use of geospatial analysis;
- Contribute to implementing capacity building activities to assist countries in improving their capacity to produce, collect, analyze and report on drugs and crime related data;
- Contribute to the development of methodological standards, guidelines, manuals that can support countries to produce, collect, analyze and report drugs and crime related data;
- Contribute to the preparation of various written outputs, e.g., draft background papers, analytical notes, sections of reports and studies, inputs mainly to UNODC crime trends reports, communication pieces and other publications;
- Assist with the development and maintenance of research networks for the purpose of trans-national trend analysis and threat assessment.
- Participate in field missions as required.
- Keep up to date with developments in criminal justice issues, methodology and related disciplines.

- Undertake any other related activities, as may be required.

### III Training component: Learning elements and expectations

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

- Gained experience with UN research, drafting official United Nations studies and technical reports related to activities in crime research.
- Gained knowledge and experience in data collection, analysis and presentation for research conducted in a UN context.
- Gained knowledge on global analyses of Transnational Organized Crime, in particular on crimes that affect the environment.
- Become familiar with undertaking research activities including organization and monitoring of data collection, carrying out data analyses and the use of geospatial analysis.
- Gained experience in organizing and conducting international and regional workshops and meetings and maintaining international research networks.
- Confidently interact with representatives of Member States, national agencies and academia.

### IV Supervision

#### **Title of Supervisor:**

Research Officer

#### **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 his work plan. The final work plan will be discussed and mutually agreed between the JPO and his/her supervisor.

#### **Evaluation:**

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

### V Required Qualifications and Experience

#### **Education:**

Advanced university degree in statistics, sociology, criminology, economics or any other relevant social science. A first-level university degree in combination with two years qualifying experience may be accepted in lieu of the advanced university degree.

#### **Work experience (incl. internships and volunteering):**

A minimum of 2 years of relevant work experience in research on social science at national or international level.

Work experience on drugs and crime is desirable.

Work experience in Africa is desirable.

#### **Other skills:**

Good knowledge of Microsoft Office (Excel, Word and PowerPoint) is required. Experience and knowledge of database and statistical software (R, STATA, Python or others) is an asset

#### **Languages:**

English and French are the working languages of the UN Secretariat. For this position, fluency in English and French is required. Knowledge of Spanish and Portuguese is an advantage.

## **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;

**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.

**CLIENT ORIENTATION:** Considers all those to whom services are provided to be "clients" and seeks to see things from clients' point of view; Establishes and maintains productive partnerships with clients by gaining their trust and respect; Identifies clients' needs and matches them to appropriate solutions; Monitors ongoing developments inside and outside the clients' environment to keep informed and anticipate problems; Keeps clients informed of progress or setbacks in projects; Meets timeline for delivery of products or services to client

## **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**

The mission of the United Nations Office on Drugs and Crime (UNODC) is to contribute to global peace and security, human rights and development by making the world safer from drugs, crime, corruption and terrorism. Within this overarching global mission, UNODC's Research and Awareness Unit of the Regional Office for West and Central Africa (ROSEN) is to help Member States and the international community access an enhanced evidence and knowledge base for developing responses to drug and crime problems at the international, regional and national level. At the core of UNODC research is the development of knowledge products, the support of capacity development and the development of standards to support programmes and policies in the following areas:

- Transnational Organized Crime, including trafficking in persons, drugs, firearms, wild fauna and flora; smuggling of migrants and crimes that affect the environment;
- Corruption;
- Crime prevention and criminal justice and monitoring of SDGs in mandates areas;
- Drugs, including drug trafficking, drug use, prevention, treatment and reintegration, and alternative development.

This position is located in the Regional Office for West and Central Africa (ROSEN) of the United Nations Office on Drugs and Crime (UNODC) in Dakar, Senegal. The Associate Research Officer will report to the Research Officer heading the Research and Awareness team at ROSEN, under the overall guidance of the UNODC Regional Representative, ROSEN.

## **VII General requirements for the JPO Programme of the Republic of Korea**

- Korean citizenship
- Fluency in Korean and English language
- Completed advanced university degree (master's degree or equivalent). A bachelor's degree and an additional two years of work experience may be accepted in lieu of the advanced university degree.
- Not older than 32 years of age as of 31st December of 2024 (Born on or after Jan. 1, 1992) (The maximum age limit for those who served in the military will be extended accordingly\*)

- Male applicants shall have completed the Korean military service or be exempted from it. Those who will be discharged from military service in the year of the application may also apply.

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- one year will be extended for those who served for less than one year
- two years will be extended for those who served for more than one year and less than two years
- three years will be extended for those who served for two years or more

## VIII How to apply

Applicants should submit their application electronically directly to the Organization.

**All documents should be in English.**

Candidates for this position apply **online** via the Online Application System (OAS)\* portal link provided on <https://owa.undesa.it/oasrok/>

\*Please also make sure to review the guidelines on [how to apply](#) in the Online Application System (OAS).

Applications must be received no later than **9 August 2024 (11:59pm KST)**.

Applications received after this date will not be considered. Applicants will receive a confirmation of receipt.

**Only short-listed candidates will be contacted thereafter.**

## IX Required application documents (only complete applications will be considered)

- The completed United Nations Personal History Profile with motivation letter in English (to be completed in the OAS interface)
- A scanned copy of applicant's Resident Register in English
- A copy of the university degree (Bachelor's/ Master's degree) certificate in English
- A certificate of English language proficiency test certificate. Please note that test scores are valid for 2 years after the test date. Applicants should score a minimum of
  - (1) TOEFL iBT 100 or
  - (2) TEPS 430 or
  - (3) IELTS 7 or
  - (4) TOEIC 900
  - TOEFL 'Home Edition' score is accepted while 'MyBest Scores' are not accepted
  - IELTS General Training and Academic test are both accepted
- Only for male applicants who have completed the national military service: A certificate of Korean Military Service in English. The maximum age limit for those who served in the military will be extended in accordance with the Support for Discharged Soldiers Act and the military service law.
- Only for low-income applicants: A scanned copy of applicant's certificate of National Basic Livelihood Security Recipients issued in Korean and its unofficial English translation.
- Only for applicants with disability: A scanned copy of applicant's certificate of person with disability issued in Korean and English

[Please note that applicants can apply for **a maximum of two JPO positions** sponsored by the Ministry of Foreign Affairs of the Republic of Korea during the year of application.]