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## MISSION IN COLOMBIA JOB OPENING

Internal / External

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<b>Job Title &amp; Level:</b>	<b>ASSISTANT GEOSPATIAL INFORMATION OFFICER, NO-A</b>
<b>Department/Office:</b>	<b>UN MISSION IN COLOMBIA / Office of the Chief of Staff</b>
<b>Location:</b>	<b>BOGOTA, COLOMBIA</b>
<b>Posting Period:</b>	<b>06-20 May 2016</b>
<b>Job Opening Number:</b>	<b>MC-NJO-2016.005</b>

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UNITED NATIONS CORE VALUES: INTEGRITY, PROFESSIONALISM, RESPECT FOR DIVERSITY

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The Human Resources Section Invites all interested and qualified candidates to apply for the announced position. All interested candidates should submit their applications (Personal History Profile-P11) and copies of their educational certificates to the Recruitment Unit via email: [MCreruitment@un.org](mailto:MCreruitment@un.org)

Please be advised that only applications made via UN P11 form will be reviewed. Kindly ensure that you include the job opening number for the above position in your e-mail application. Acknowledgement will be sent to the short listed candidates only. Please also be advised that only Colombian Nationals are eligible to apply for National Job Openings.

### Organizational Setting and Reporting

This position is located in the Integrated Information Hub (IIH). The Assistant Geospatial Information Officer will report to the Section Chief.

### Responsibilities:

Under the overall direction of the Section Chief and within limits of delegated authority, the Assistant Geospatial Information Officer will be responsible for the following duties:



## **General:**

- Engage in the timely preparation, maintenance and provision of geospatial information and maps in support of the mission's operations; Collect, process and evaluate geospatial data including vector, raster and thematic data; and Compile large-scale operation maps and small-scale briefing/report maps;
- Assist in carrying out geospatial/terrain analysis studies and prediction of the effects of terrain, weather and situation on the mission's operations; Assist in maintaining of the mission's geo-database system and intranet map services;
- Assist in the sharing of geospatial data with other offices of the mission; Assist in the timely exchange of geospatial information between the mission and the DFS Cartographic Section; Assist to undertake day-to-day geospatial operation matters between the mission and the Geospatial Information Section of the UN Global Service Centre (UNGSC); Assist in providing geospatial information training and education programmes for mission staff.
- Liaise with offices/agencies as well as professional geospatial communities of the host nation, including a National Mapping Agency, in order to exchange information pertinent to the mission and the mandate.

## **Competencies:**

**PROFESSIONALISM:** Substantive knowledge of cartography and geospatial information technology as it pertains to small and medium scale map production and related matters; Ability to produce reports and papers on technical issues. Ability to apply UN rules, regulations, policies and guidelines in work situations. 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. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

**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 audience; demonstrates openness in sharing information and keeping people informed.

**TECHNOLOGICAL AWARENESS:** Keeps abreast of available technology; understands applicability and limitation of technology to the work of the office; actively seeks to apply technology to appropriate tasks; shows willingness to learn new technology.

## **Education:**

Advanced university degree (Master's degree or equivalent) in geospatial information science, cartography, geography or other disciplines that involve geospatial information related programmes. A first-level university degree in combination with an additional two (2) years qualifying experience may be accepted in lieu of the advanced university degree.



**Work Experience:**

A minimum of one to two (1 - 2) years of progressively responsible professional experience in the field of geospatial information (eg geospatial information applications, geospatial database management, geospatial analysis, cartography and mapping, image processing) or related fields is required. Proficiency in the use of geographic information systems (GIS) software is required. Good computer skills in particular Microsoft Word, Excel and PowerPoint are required. Proficiency in the use of GIS applications and Global Positioning System (GPS) is desirable. Familiarity with spatial database systems such as ArcSDE or ArcGIS Server is an asset. Experience in development of web mapping applications is desirable. Knowledge or experience in graphic software is desirable.

**Languages**

English and French are the working languages of the United Nations Secretariat. For the position advertised, fluency in English and Spanish (both oral and written) is required.

**United Nations Considerations**

Candidates will be required to meet the requirements of Article 101, paragraph 3, of the Charter as well as the requirements of the position. The United Nations is committed to the highest standards of efficiency, competence and integrity for all its human resources, including but not limited to respect for international human rights and humanitarian law. Candidates may be subject to screening against these standards, including but not limited to whether they have committed, or are alleged to have committed criminal offences and/or violations of international human rights law and international humanitarian law.

The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. (Charter of the United Nations - Chapter 3, article 8). The United Nations Secretariat is a non-smoking environment.