



UNHCR

United Nations High Commissioner for Refugees
Haut Commissariat des Nations Unies pour les réfugiés

UNHCR GCR/UNHCR/16_467

VACANCY ANNOUNCEMENT FOR ATHENS

In response to the exponential turn in the refugee and migrant crisis impacting Europe since the beginning of 2015, UNHCR Office in Greece mobilized efforts to assist the Government in identifying the needs and protection concerns of the refugees. UNHCR coordinates and promotes the implementation of its mandate within the framework of the Refugee Coordination Model with the government, civil society (IPs and Ops) and other relevant international and national stakeholders to provide protection and assistance to the thousands of women, men, boys and girls who continue to arrive in Greece and move onwards under very compelling human and protection conditions.

CALL FOR INTEREST: UNHCR representation in Greece invites applications from qualified candidates for the position of the *Senior ICT Associate*.

Location of the position is **Athens** (covering areas of responsibility).

Category and Level: General Service, GS -7
Remuneration: Attractive salary and entitlements as per UN Staff Rules & Regulations
Duration: Initially for a period of three months with a possibility of extension
Effective date: As soon as possible

ESSENTIAL MINIMUM QUALIFICATIONS AND EXPERIENCE

- Education: Completion of Secondary School or equivalent technical school with formal training and certification on satellite communication;
- Job experience: 7 years relevant to the function, corresponding to the level of the position.
- Fluency in English and Greek; other UN languages considered an asset.
- Working knowledge of Microsoft Office applications.
- Flexibility to move between locations and travel on mission, often on short notice.

ELIGIBILITY

Candidates must be legally present in Greece at the time of application, recruitment and hire.

Applications of individuals whose close family relatives (father, mother or siblings) are currently employed with UNHCR will not be considered in accordance with UN Staff Rules and Regulations.

Women candidates are strongly encouraged to apply.

SUBMISSION OF APPLICATIONS

To express interest for the above-mentioned position submit your Personal History Form (P11 www.unhcr.org/recruit/p11new.doc), motivation letter and CV by e-mail indicating in the subject line "ATHENS" - **LAST name and the position you are applying for**" to: greatvac@unhcr.org.

Shortlisted candidates may be required to sit for a test or an interview. Only shortlisted candidates will be notified. No late applications will be accepted.

UNHCR is an equal opportunity employer and does not charge a fee at any stage of the recruitment process.

Deadline for submission of application: 22 June 201



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DESCRIPTION OF THE POSITION

Senior ICT Associate – GS-7

Location: ATHENS

Snr. ICT Associate is a technical position within the UNHCR operation in Athens. Direct supervision is normally exercised by an (Assistant/Associate) ICT Officer. In locations without a professional ICT supervisor, the incumbent must be able to work independently due to the technical nature of the work and liaise directly with regional and Hqs technical units for problem solving and consultations. Main task of the position is to ensure routine functioning of the ICT system within the country operation and assist the management to improve and refine it with the technical progress.

The incumbent has regular contacts with all staff members maintaining smooth and friendly relations with a high responsive attitude towards problem solving and finding solutions. S/he has also contacts with external parties such as contractors and suppliers of ICT equipment and services.