

Posting Title : LOGISTICS OFFICER, P3
Job Code Title : LOGISTICS OFFICER
Department/ Office : United Nations Interim Force in Lebanon
Location : NAQOURA
Posting Period : 29 August 2022-12 September 2022
Job Opening number : 22-Logistics and Supply Chain-UNIFIL-188137-F-
NAQOURA (M)
Staffing Exercise : N/A

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

Org. Setting and Reporting

This position is located in the Mission Support Center, Operations and Resource Management, Mission Support Division. The Logistics Officer reports to the Chief of Mission Support Center.

Responsibilities

Within delegated authority, the Logistics Officer at this level will be responsible for the following duties:

- Coordinates and provides logistics support to ongoing operations in the area.
- Identifies, mobilizes resources, implements and reports on special logistics operations.
- Provides and coordinates logistics support to military, security and substantive components of the mission.
- Drafts and coordinates logistics plans and other documents supporting the implementation of logistics operations, as directed by Head of Unit or Section Chief.
- Drafts and coordinates (inputs to) logistics reports, presentations, decision briefs, briefing notes, and other information documents required by the management, including inputs required by the UNHQ.
- Liaises and coordinates logistics support with other sections within the Mission Support Division, such as transportation, communications, movement control and procurement, and outside MSD with security and substantive offices.
- Coordinates logistics requirements with other UN and other organizations in the Mission, and Host Government entities.
- Ensures that accurate and complete accounting, reporting and internal control systems are functioning and that all relevant records are maintained.
- Ensures that logistics requirements take account of gender-specific needs.
- Performs other related duties as required.

Competencies

Professionalism: Proven knowledge in project management and managing logistics operations in complex environment. Ability to draft logistics plans and write reports. 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.

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.

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.

Education

Advanced university degree (Master's degree or equivalent) in logistics, business administration, public administration, engineering, or other relevant field is required. A first-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.

Job Specific Qualifications

Work Experience

A minimum of five (05) years of progressively responsible experience in logistics operations in military, commercial or international organizations, or related area is required. Drafting, logistics planning and report writing experience is required. Previous experience in UN peacekeeping missions or non - UN equivalent experience is desirable. Experience in project management is desirable. Experience in managing and coordinating complex logistics projects

is required.

Languages

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

Assessment

Previously rostered candidates are not subject to any further assessment and as such, will not be invited for such an assessment.

Special Notice

This "Recruit from Roster" job opening is only open to roster applicants who are already placed on pre-approved rosters, following a review by a United Nations Central Review Body. Only roster applicants who were placed on rosters with similar functions at the same level are considered to be eligible candidates. Eligible applicants receive an email inviting them to apply. Rostered applicants are encouraged to apply only if they are interested and available to take up the position at the duty station/s specified in the Job Opening. Applying to this job opening carries an expectation to accept the offer, if selected. The United Nations Secretariat is committed to achieving 50/50 gender balance and geographical diversity in its staff. Female candidates are strongly encouraged to apply for this position.

United Nations Considerations

According to article 101, paragraph 3, of the Charter of the United Nations, the paramount consideration in the employment of the staff is the necessity of securing the highest standards of efficiency, competence, and integrity. Candidates will not be considered for employment with the United Nations if they have committed violations of international human rights law, violations of international humanitarian law, sexual exploitation, sexual abuse, or sexual harassment, or if there are reasonable grounds to believe that they have been involved in the commission of any of these acts. The term "sexual exploitation" means any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another. The term "sexual abuse" means the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions. The term "sexual harassment" means any unwelcome conduct of a sexual nature that might reasonably be expected or be perceived to cause offence or humiliation, when such conduct

interferes with work, is made a condition of employment or creates an intimidating, hostile or offensive work environment, and when the gravity of the conduct warrants the termination of the perpetrator's working relationship. Candidates who have committed crimes other than minor traffic offences may not be considered for employment. Due regard will be paid to the importance of recruiting the staff on as wide a geographical basis as possible. The United Nations places 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. The United Nations Secretariat is a non-smoking environment. The paramount consideration in the appointment, transfer, or promotion of staff shall be the necessity of securing the highest standards of efficiency, competence, and integrity. By accepting an offer of appointment, United Nations staff members are subject to the authority of the Secretary-General and assignment by him or her to any activities or offices of the United Nations in accordance with staff regulation 1.2 (c). In this context, all internationally recruited staff members shall be required to move periodically to discharge new functions within or across duty stations under conditions established by the Secretary-General. Applicants are urged to follow carefully all instructions available in the online recruitment platform, inspira. For more detailed guidance, applicants may refer to the Manual for the Applicant, which can be accessed by clicking on "Manuals" hyper-link on the upper right side of the inspira account-holder homepage. The evaluation of applicants will be conducted on the basis of the information submitted in the application according to the evaluation criteria of the job opening and the applicable internal legislations of the United Nations including the Charter of the United Nations, resolutions of the General Assembly, the Staff Regulations and Rules, administrative issuances and guidelines. Applicants must provide complete and accurate information pertaining to their personal profile and qualifications according to the instructions provided in inspira to be considered for the current job opening. No amendment, addition, deletion, revision or modification shall be made to applications that have been submitted. Candidates under serious consideration for selection will be subject to reference checks to verify the information provided in the application. Job openings advertised on the Careers Portal will be removed at 11:59 p.m. (New York time) on the deadline date.

No Fee

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON APPLICANTS' BANK ACCOUNTS.