

Posting Title : CHIEF OF UNIT, LOGISTICS, P4  
Job Code Title : CHIEF OF UNIT, LOGISTICS  
Department/ Office : Department of Operational Support  
Location : ENTEBBE  
Posting Period : 21 December 2024-30 December 2024  
Job Opening number : 24-LOG-DOS-249851-J-ENTEBBE (O)  
Staffing Exercise : N/A

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

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### **Org. Setting and Reporting**

This position is located in the Regional Deployment Stock (RDS) Unit within the Forward Support Deployment Hub (FSDH), Office of Supply Chain Management in the Department of Operational Support based in the Regional Service Centre in Entebbe. The Chief of Unit at this level reports to the Chief of Planning and Sourcing Support Section (PSSS) of the United Nations Global Service Centre, or designated official. The post is based in FSDH located in Entebbe, Uganda.

The Department of Operational Support was established to provide operational advisory services to client entities across the Secretariat, including other departments, offices away from headquarters, field missions, and regional commissions. The Office of Supply Chain Management includes the Office of the Assistant Secretary - General for Supply Chain Management, Logistics Division, Procurement Division, Uniformed Capabilities Support Division, Global Service Centre, and the Enabling and Outreach Service.

The Forward Support and Deployment Hub (FSDH) is located in Entebbe. It is structured into three cells: the Air Support Cell, the Movement Operations and Freight Forwarding Support Cell and the Regional Deployment Stock Cell. The FSDH aims to enhance the operational and administrative effort through the implementation of policies and technical guidance provided by OSCM; and coordination, management, and monitoring of logistics and supply chain management operation for efficient, responsive, and reliable support to regional and ad hoc operational requirements.

### **Responsibilities**

Under the direct supervision of the Chief of PSSS, the Chief of Unit, Logistics (RDS) is

responsible for the following duties:

- Exercises supervisory control over all logistics support for regional deployment stock (RDS) under the guidance of the Strategic Deployment Solutions Unit.
- Develops, prepares, coordinates and monitors overall logistic support plans, including warehouse management for RDS in close coordination and guidance of SDS including logistics forecasting, supply schedules, priorities or requirements, and resolution of urgent operational needs.
- Ensures adequate logistics support to military, police, security and substantive components of the mission, and considers and approves cooperation and provision of logistics support to other UN AFPs operating in the mission area.
- Supervises Unit budget, its preparation and execution.
- Monitors and coordinates all multifunctional logistic requirements between UNGSC, and the mission.
- Assists the Chief PSSS in the development of guidance and procedures for logistics support.
- Acts as the principal liaison between the mission and UN Global Service Centre staff for logistics matters and coordinates day to day support of logistics operations for RDS.
- Briefs the senior officials on a daily basis on the ongoing logistics operations for RDS.
- Ensures that logistics requirements take account of gender-specific needs.
- Advises senior management on logistics operations, structures and staffing levels to ensure that they are at all times adequate to meet the requirements of the logistics strategy.
- Monitors the logistics support improvement for RDS.
- Organizes and chairs logistics meetings.
- Manages staff assigned to him/her. Evaluates staff performance, interviews/evaluates candidates for job openings.
- Collects and analyzes data to identify trends or patterns and provides insights through graphs, charts, tables and reports using data visualization methods to enable data-driven planning, decision-making, presentation and reporting.
- Performs other related duties as required.

## **Competencies**

Professionalism – Knowledge of supply chain and logistics operations and practices. Ability to develop supply chain/logistics plans, policies, procedures and new programmes. Ability to provide technical and procedural advice in a broad range of logistics and supply chain management areas. Ability to develop, maintain and supervise accountability systems for materials, services and contracts management. The ability to analyze and interpret data in support of decision-making and convey resulting information to management. 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.

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.

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.

## **Education**

Advanced university degree (Master's degree or equivalent degree) in logistics, business or public administration, supply chain management, engineering, or related field. 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**

Certification in Supply Chain (SCOR-P, CSCP or equivalent) is desirable.

## **Work Experience**

A minimum of seven (7) years of progressively responsible experience in supply chain management, logistics operations/planning, warehousing, inventory management or related areas in military, commercial or international organization is required.

Experience in warehouse management or inventory and assets management in an international setting is required.

A minimum of three (3) years of experience supervising teams in supply chain, logistics or equivalent in an international organisation is required.

Experience in logistics operations in support of a field operation (inclusive of peacekeeping operations, special political missions, agencies funds and programmes), or other similar international organization is desirable.

Experience in Material Requirements Planning (MRP) and Enterprise Resource Planning (ERP) systems in logistics and supply chain is desirable.

Experience working with data analytics and visualization tools and developing data analytics and visualization reports and dashboards is desirable.

## **Languages**

English and French are the working languages of the United Nations Secretariat. For the advertised post, fluency in English, both oral and written is required; Knowledge of another UN official language is desirable.

## **Assessment**

Evaluation of qualified candidates may include an assessment exercise which may be followed by an informal interview.

## **Special Notice**

- This position is temporarily available as soon as possible for six months, with a possibility of an extension. If the selected candidate is an internal staff member of the UN Secretariat, the selection will be recorded as a temporary assignment.
- Subject to the funding source of the position, the eligibility for this temporary job opening may be limited to candidates based at the duty station.
- This temporary job opening may be limited to "internal candidates," who have been recruited through a competitive examination administered according to staff rule 4.16 or staff selection process including the review of a central review body established according to staff rule 4.15.
- The expression "Internal candidates" shall mean staff members who have been recruited after a competitive examination under staff rule 4.16 or after the advice of a central review body under staff rule 4.15.
- While this temporary job opening may provide the successful applicant with an opportunity to gain new work experience, the selection for this position is for a limited period and has no bearing on the future incumbency of the post.
- For information on special post allowance, please refer to ST/AI/1999/17. For more details on the administration of temporary appointments please refer to ST/AI/2010/4/Rev.1.
- A current staff member who holds a fixed-term, permanent or continuing appointment may apply for temporary positions no more than one level above his or her current grade. However, a current staff member who holds an appointment at the G-6 or G-7 level may also apply to temporary positions in the Professional category up to and including the P-3 level, subject to meeting all eligibility and other requirements for the position. In accordance with ST/AI/1999/17 section 2.3, an SPA may only be granted to one level higher than the personal

level of the staff member assigned to higher-level functions in his or her own category, whether the higher-level functions are one or several levels higher than the personal level of the staff member. Staff in the General Service and related categories temporarily placed against a post at the Professional level may receive an SPA to the P-1 or P-2 level.

- A staff member holding a temporary appointment shall be regarded as an external candidate when applying for other positions and may apply for other temporary positions at any level, subject to section 5.7 below and staff rule 4.16 (b) (ii). Therefore, a staff member holding a temporary appointment in the General Service or related categories may only apply to positions within those categories. For full information on eligibility requirements, please refer to section 5 of T/AI/2010/4 ev.1 on Temporary Appointments. In its resolution 66/234, the General Assembly further "stressed that the Secretary-General should not recur to the practice of temporarily filling posts in the Professional and higher categories with General Service staff members who have not passed the General Service to Professional category examination other than on an exceptional basis, and requests the Secretary-General to ensure that temporary occupation of such posts by the General Service staff shall not exceed a period of one year, effective 1 January 2013..." Consequently, eligible candidates in the General Service or related categories for temporary job openings in the Professional category that have not passed the competitive examination may be selected only on an exceptional basis endorsed by the Office of Human Resources Management where no other suitable candidate could be identified.

- While this temporary assignment may provide the successful applicant with an opportunity to gain new work experience, the selection for this position is for a limited period and has no bearing on the future incumbency of the post. An external candidate selected for this position is bound by the prevailing condition of the staff selection system under ST/AI/2010/3, as amended, and ST/AI/2010/4/Rev.1. A staff member holding a temporary appointment who is recruited in the Professional and above categories on a temporary appointment and placed on a position authorized for one year or longer may not apply for or be reappointed to his/her current position within six months of the end of his/her current service. This provision does not apply to staff members holding temporary appointments and placed on positions authorized for one year or more in duty stations authorized for peacekeeping operations or special political missions.

- The Staff Regulations, Staff Rules and administrative issuances governing staff appointments can be viewed at: [http://www.un.org/hr\\_handbook/English](http://www.un.org/hr_handbook/English) Staff members of the United Nations common system organizations who will reach the mandatory age of separation or retirement within the duration of the current temporary need period are not eligible to apply.

- 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.

- Staff members are not eligible to apply for the current temporary job opening if they are unable to serve the specified duration of temporary need before reaching the mandatory age of separation. Submitting an application or selection for the current temporary job opening does not delay or increase the mandatory age of separation.

- Retirees above the mandatory age of separation who wish to be considered for the current temporary job opening must indicate the reason for their last separation as "retirement." Such retirees shall not be employed by the Organization, unless (a) the operational requirements of

the Organization cannot be met by staff members who are qualified and available to perform the required functions; and (b) the proposed employment would not adversely affect the career development or redeployment opportunities of other staff members and represents both a cost-effective and operationally sound solution to meet the needs of the service.

- At the United Nations, the paramount consideration in the recruitment and employment of staff is the necessity of securing the highest standards of efficiency, competence and integrity, with due regard to geographic diversity. All employment decisions are made on the basis of qualifications and organizational needs. The United Nations is committed to creating a diverse and inclusive environment of mutual respect. The United Nations recruits and employs staff regardless of gender identity, sexual orientation, race, religious, cultural and ethnic backgrounds or disabilities. Reasonable accommodation for applicants with disabilities may be provided to support participation in the recruitment process when requested and indicated in the application.

### **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.

Reasonable accommodation may be provided to applicants with disabilities upon request, to support their participation in the recruitment process.

By accepting a letter of appointment, staff members are subject to the authority of the Secretary-General, who may assign them to any of the activities or offices of the United Nations in accordance with staff regulation 1.2 (c). Further, staff members in the Professional and higher category up to and including the D-2 level and the Field Service category are

normally required to move periodically to discharge functions in different duty stations under conditions established in ST/AI/2023/3 on Mobility, as may be amended or revised. This condition of service applies to all position specific job openings and does not apply to temporary positions.

Applicants are urged to carefully follow all instructions available in the online recruitment platform, inspira, and to refer to the Applicant Guide by clicking on "Manuals" in the "Help" tile 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.