

Posting Title : CHIEF OF UNIT, LOGISTICS, P4
Job Code Title : CHIEF OF UNIT, LOGISTICS
Department/ Office : Regional Service Centre at Entebbe
Location : ENTEBBE
Posting Period : 27 November 2020-3 December 2020
Job Opening number : 20-LOG-RSCE-145314-J-ENTEBBE (M)
Staffing Exercise : N/A

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

Org .Setting And Reporting

This position is located in the Transportation and Movement Integrated Coordination Centre, at the Regional Service Centre Entebbe (RSCE) in Entebbe, Uganda, within the Office of Supply Chain Management (OSCM), Department of Operational Support (DOS).

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 Regional Service Centre in Entebbe, Uganda (RSCE), was established in July 2010, following the adoption of General Assembly resolution 64/269. The Centre provides efficient, client-oriented and scalable services with the goal of moving transactional, non-location dependent administrative functions to the Centre from its client entities. This includes transactional elements of human resources, finance, multimodal movement and control, personnel and cargo transport and information and communications technology (ICT) support. In addition to these services, the Office of the Chief RSCE and support offices through the Deputy Chief RSCE provides overall guidance on the operations of the RSCE including strategic planning, communication, budgeting, human resources management, property management, quality assurance and business intelligence, conference services, record keeping and archive management, and audit response and risk management. For more information, please visit <https://rsce.unmissions.org>.

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 Center, the Enabling and Outreach Service and the Umoja Coordination Service.

The Transportation and Movement Integrated Coordination Centre (TMICC) was established to provide consolidation, integration, coordination and optimization in transportation and movements solutions of personnel and cargo to and between UN field missions, using all available transportation means and working in close collaboration with client missions and other stakeholders. The incumbent reports to the Chief, Movement Control Section, Logistics Division in New York.

Responsibilities

Within delegated authority, the Chief of Unit will be responsible for the following duties:

GENERAL:

- Contribute to MCS/TMICC overall services through coordination with other related Units and client missions/stakeholders by providing uninterrupted services and professional interactions amongst clients and stakeholders.
- Manage and update the freight forwarding concept and contracts in consultation with Procurement entities for assessment of viability and responsiveness;
- Review the surface movements and identify possibility of increasing effectiveness by consolidating movements and other opportunities by involving all client missions.
- Review and assess the freight forwarding contracts for efficiencies and effectiveness;
- Oversee the development of surface movement administrative, logistics and technical support objectives to effectively support the regional missions;
- Plan and contract strategic surface movement of cargo and /or passengers;
- Plan the movements requested by the missions ensuring that safe, efficient and cost-effective support is provided;
- Conduct a technical analysis of movement requirement and plan on how best to use specific assets;
- Conduct a comprehensive cost benefit analysis for regional cargo movement;
- Provide customers and other stakeholders a detailed and timely execution plan;
- Oversee the development of training including professional training and career plans for Unit staff;
- Oversee the development and implementation of cargo movement standard operating procedures (SOPs) in compliance with the UN Movcon Manual, and host country laws and regulations;
- Develop plans and Scope of works (SOW) for the efficient and cost-effective contracting and employment of UN, contracted and other UN agencies assets;
- Conduct capacity surveys of relevant transportation infrastructure for strategic and regional movements;
- Liaise closely with supported missions and other UN agencies concerning cargo movement matters;
- Identify movement needs and determine the most efficient means to fulfill them utilizing available assets and identifying new requirements;
- Develop plans and routing for cargo movement tasks;
- Plan, implement and coordinate the projected movement tasks and support requirements;

- Assign personnel and assets to perform each identified task and ensure these tasks achieve optimal cost effectiveness.

Competencies

PROFESSIONALISM: Knowledge of the process for large volume transportation programs; ability to prepare and negotiate transportation requirements with representatives of air, sea, and surface transportation contractors; understanding of regulations and requirements designed to ensure the safety of personnel and goods transported by contracted carriers; ability to perform research and to evaluate and integrate information from a wide variety of sources and to assess impact on transport operations; ability to use electronic spreadsheets (MS Excel) and Power point presentations; proficiency as an end user with databases (input of data and running of queries). 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.

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.

Education

Advanced university degree (Master's Degree or equivalent degree) in Supply Chain Management, logistics, business or public administration, transportation, management or other relevant area is required. A first level university in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree. A valid Dangerous Goods Certificate in accordance with the rules and regulations of the International Air Transport Association (IATA), the International Civil Aviation Organization (ICAO) and/or International Maritime Organization (IMO) is required.

Work Experience

- A minimum of seven (7) years of progressively responsible experience in administration and management of transportation and logistics is required.
- Experience in at least (2) two modes of transport (air, sea, road, and rail) including the

planning, coordination and executing of large-scale personnel and cargo movement operations at the international level is required.

- A minimum of (2) two years creating and managing large scale movement plans for cargo and passengers is required.
- Experience in the completion of hands on Technical Field Assessments including the handling of dangerous goods is required.
- Experience in the assessment of contract proposals for movements in at least two modes of transportation is required.
- Experience working in a United Nations common system field presence (inclusive of peacekeeping operations, special political missions, agencies funds and programmes), or other similar international organization is desirable.
- Experience working with ERP systems (SAP) for transportation management is desirable.
- Experience in the management of Freight Forwarding (FF) and Third-Party Logistics (3PL) contracts is desirable.
- Experience in supervising staff is desirable.

Languages

English and French are the working languages of the United Nations Secretariat. For the position advertised, fluency in English is required. Knowledge of another official United Nations language is an advantage.

Assessment

Evaluation of qualified candidates may include an assessment exercise which may be followed by competency-based interview.

Special Notice

- This position is temporarily available as soon as possible for a period of three months with a possibility of extension.
- This position is vacant. The selection and extension of appointment of the selected candidate will be contingent on the decision for the TMICC to remain under the Logistics Division of the Office of the Supply Chain Management of the Department of Support. If the selected candidate is an internal staff member of the UN Secretariat, the selection will be recorded as a temporary assignment.
- 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.
- Upon separation from service, including, but not limited to, expiration or termination of, or resignation from, a fixed-term, continuing or permanent appointment, a former staff member will be ineligible for re-employment on the basis of a temporary appointment for a period of 31 days following the separation. In the case of separation from service on retirement, a former staff member will be ineligible for re-employment for a period of three months following the separation. This equally applies, mutatis mutandis, with respect to a former or current staff member who has held or holds an appointment in another entity applying the United Nations Staff Regulations and Rules and who applies for a temporary position with the

Secretariat.

- Subject to the funding source of the position, this temporary job opening may be limited to candidates based at the duty station.
- 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 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.
- 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. • The Staff Regulations, Staff Rules and administrative issuances governing staff appointments can be viewed at: 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.
- 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.
- Pursuant to section 7.11 of ST/AI/2012/2/Rev.1, candidates recruited through the young professionals programme who have not served for a minimum of two years in the position of their initial assignment are not eligible to apply to 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.