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| **Job Title & Level:** | **Information Systems Assistant, GS-5** |
| **Department/Office:** | **UN VERIFICATION MISSION IN COLOMBIA** |
| **Location:** | **BOGOTA, COLOMBIA** |
| **Posting Period:** | **12 December 2019-10 January 2020** |
| **Job Opening Number:** | **UNVMC-NJO-2019-018** |

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

**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 form, which can be found at https://colombia.unmissions.org/empleo No CVs will be accepted) to e-mail address: mcrecruitment@un.org**

**Please do not submit any additional certificates/diplomas, employment letters and other documents at this stage of the application process, only the P11 form is sufficient.**

Please include the job opening number of the above position in your e-mail application. Acknowledgment will be sent to short listed candidates only.

**Organizational Setting and Reporting Relationships:**
This position is in the Field Technology Section (FTS), at the United Nations Verification Mission in Colombia. Incumbent will firstly report to the Chief Operations FTS and secondly the Chief of Field Technology Services.

**Responsibilities:**
Within delegated authority, the Information Systems Assistant will be responsible for the following duties: (These duties are not all inclusive nor are all duties carried out by all Information Systems Assistants.)

Data base Administration and Configuration
• Backend development with PHP programming languages versions 5.6 and above 7.0. About Frameworks Yii 1.16, 2.0. And Laravel 5.0.
• Front end development of the following programming languages: HTML5, CSS, Vanilla, JS and JQuery.
• Management and experience with code versioning through GitFlow, deploy versions.
• Application and development of Unit Testing.
• Administration, configuration and installation of components in Azure.
• Administration of VPS Servers.
• Administration, design and management of relational and non-relational databases, SQL and non-SQL queries, creation of views, triggers and functions, generation of BD backups, migrations, import and export information.
• Administration and management of indexing engines such as Elastic Search.

IT Support
• Install set-up procedures for users, with UN ICT equipment, including updates and enhancements as necessary.
• Assist in performing software distribution updates, scripting, testing and

support.
- Perform research into new versions of centrally supported software and performs beta testing, production rollout and post production support.


Data Base Engines
Knowledge of the following data base engines is required:
- MySQL
- SQL Server
- Oracle
- MongoDB
- MariaDB.

Indexing Engine
- Knowledge of Elastic Search is required.

Audio/Visual Conference Services
- Install, configure, test and operate audio, video conference and desktop video conference hardware/software using available communication and network connectivity.

Physical Requirements
- May be required to work on shift assignments on weekdays to maintain the service coverage from 08:00 to 18:00. Occasionally, on average once a month, the incumbent may be required to work ad-hoc assignments during evenings or early mornings of working days as well as holidays and weekends.
- May be required to work on different locations according to the mission needs.
- May require the ability to cope with the working conditions of the Data Centre where the level of noise and electro-magnetic fields may be slightly higher than the normal office environment while the temperature may be lower.
- Perform any other duties as requested by the Chief Field Technology Services or direct supervisor.

**Core Values**
**PROFESSIONALISM:** 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.

**INTEGRITY:** Demonstrates the values of the United Nations in daily activities and behaviors. Acts without consideration of personal gain.  Resists undue political pressure in decision-making. Does not abuse power or authority. Stands by decisions that are in the Organization's interest, even if they are unpopular. Takes prompt action in cases of unprofessional or unethical behavior.

**RESPECT FOR THE DIVERSITY:** Works effectively with people from all backgrounds. Treats all people with dignity and respect. Treats men and women equally. Shows respect for and understanding of diverse points of view and demonstrates this understanding in daily work and decision-making. Examines own biases and behaviors to avoid stereotypical responses. Does not discriminate against any individual or group.

**Competencies:**
**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.

**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.

### Qualifications:

**Education:** High School diploma or equivalent is required.

Diplomas or Certificates in Electronic Engineering Systems Engineer or Technological specialist in Database Administration is desirable.

**Work Experience:** At least five (5) years of experience in Information systems analysis, database installation and management and website development, systems administration and maintenance, software applications, hardware installation and related work is required. Experience in working with other IT areas is an asset.

Experience as Project Manager, and application of agile methodologies type SCRUM. Experience, in development with C + programming languages, on Entity Framework are mandatory. Experience in Linux system is highly desirable.

**Languages:** English and French are the working languages of the United Nations Secretariat. For the post advertised, Spanish (both oral and written) is required and knowledge of English.


**United Nations Considerations**
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.

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**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.**