



UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION  
ORGANISATION DES NATIONS UNIES POUR LE DEVELOPPEMENT INDUSTRIEL  
ORGANIZACION DE LAS NACIONES UNIDAS PARA EL DESARROLLO INDUSTRIAL

## VACANCY ANNOUNCEMENT

### INTERNAL/EXTERNAL

Female candidates from all Member States are particularly encouraged to apply.

---

<b>Vacancy Announcement No:</b> VA2020_P_EXT_090( 50001752)	<b>Date of Issuance:</b> 24 July 2020
<b>Post Title and Level:</b>	Industrial Development Officer, P3
<b>Duty Station:</b>	Vienna, Austria
<b>Organizational Unit:</b>	Innovation & Digitalization Division Dept of Digitalization, Techn & Innov Directorate of Digit, Tech & Agri Bus
<b>Indicative Minimum Net Annual Remuneration:</b> <i>(for further information on salaries, refer to the International Civil Service Commission website: <a href="http://icsc.un.org/secretariat/sad.asp?include=ss">http://icsc.un.org/secretariat/sad.asp?include=ss</a>)</i>	USD 88,944
<b>Type of Appointment:</b>	Fixed Term (100 series)
<b>Employment Fraction:</b>	Staff-Full-time
<b>Deadline for the receipt of applications:</b>	13 August 2020

---

### Organizational Context

The United Nations Industrial Development Organization (UNIDO) is the specialized agency of the United Nations that promotes industrial development for poverty reduction, inclusive globalization and environmental sustainability. The mission of UNIDO, as described in the Lima Declaration adopted at the fifteenth session of the UNIDO General Conference in 2013, is to promote and accelerate inclusive and sustainable industrial development (ISID) in Member States. The relevance of ISID as an integrated approach to all three pillars of sustainable development is recognized by the 2030 Agenda for Sustainable Development and the related Sustainable Development Goals (SDGs), which will frame United Nations and country efforts towards sustainable development in the next fifteen years. UNIDO's mandate is fully recognized in SDG-9, which calls to "Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation". The relevance of ISID, however, applies in greater or lesser extent to all SDGs. Accordingly, the Organization's programmatic focus is structured in four strategic priorities: Creating shared prosperity; Advancing economic competitiveness; Safeguarding the environment; and Strengthening knowledge and institutions.

Each of these programmatic fields of activity contains a number of individual programmes, which are implemented in a holistic manner to achieve effective outcomes and impacts through UNIDO's four enabling functions: (i) technical cooperation; (ii) analytical and research functions and policy advisory services; (iii) normative functions and standards and quality-related activities; and (iv) convening and partnerships for knowledge transfer, networking and industrial cooperation. Such core functions are carried out in Departments/Offices in its Headquarters, Regional Offices and Hubs and Country Offices.

The Directorate of Digitalization, Technology and Agri-Business (DTA), coordinates and mainstreams the Fourth Industrial Revolution (4IR) in its technical cooperation, strategic, normative activities aiming at fostering the inclusive and sustainable development in the era of 4IR. The Directorate creates new and innovative technical cooperation deliverables in the areas of trade, investment, technology innovation and agro-industry and agri-business. The Directorate comprises the Department of Digitalization, Technology and Innovation (DTI) and the Department of Agri-Business (AGR).

Responding to the growing demand for supporting inclusive and sustainable industrial development (ISID) in the era of the new industrial revolution, the Department of Digitalization, Technology and Innovation (DTA/DTI) leads the way in addressing opportunities, challenges and risks stemming from the fourth industrial revolution (4IR) and its contribution to sustainable socio-economic progress. The Department is responsible for the strategic coordination of 4IR-related matters with designated focal points in other technical Departments and organizational entities of UNIDO, as appropriate. In consultation with public and private partners, DTI designs and implements holistic interventions that are tailored to specific country needs.

The Industrial Development Officer works under the overall guidance of the Director of the Department; the direct supervision

of the Chief of the Division; and in close collaboration with the colleagues to support the mandate of the Division to promote digital transformation and innovation ecosystems building, to advance the economic competitiveness of developing countries by helping them to benefit from the rapid progress of digital and convergent technologies associated to the 4IR and ensuring a smooth transition towards cyber-physical industrial systems and a smart society.

The Industrial Development Officer is expected to deliver:

(a) work that contains in-depth analyses contributing to results achieved by the Department; (b) in creating an enabling environment for team work which is catalytic to achieving results; (c) in building relationships which contributes to partnerships resulting in strategic collaborations and (d) in achieving results within a professional team.

The UNIDO Staff Performance Management System reinforces the collaboration within formal units as well as among cross-functional teams. In this context, the incumbent collaborates with his/her supervisor and colleagues, in the country as well as in the region and in headquarters.

Staff members are subject to the authority of the Director-General and in this context all staff are expected to serve in any assignment and duty station as determined by the needs of the Organization.

## **Main Functions**

As a team member, whether on a divisional, cross-functional or cross sectoral level, the incumbent shall carry out the following generic activities to achieve the results of the Division and the outcomes of Department:

- Programme Development:

- Develops and formulates technical cooperation projects/programmes in the area of innovation and digitalization in line with the guidelines and procedures governing the delivery of UNIDO services.

- Obtains internal approvals for each part of the project or programme as needed.

- Programme Implementation:

- Assumes responsibility for the provision of projects/programme implementation services ensuring that assigned inputs are delivered on time at the right level of quality and within the allocated budget.

- Prepares the necessary inputs (consultant job descriptions, terms of reference, training arrangements, equipment specifications, etc.), monitors progress in implementation, including missions to the project site, etc.

- Takes part in oversight meetings in the field and at headquarters and assists the Evaluation Group in its evaluations of projects/programmes.

- Funds Mobilization:

- Cooperates with other units in-house in mobilizing the funds necessary for project and programme implementation.

- Global Forum Function:

- Assists in the preparation for UNIDO's global forum activities (conferences, seminars, expert group meetings, etc.) and in their running.

- Prepares technical papers or other inputs for external seminars, conferences, expert group meetings, etc.

- Prepares UNIDO publications and other information dissemination aids and tools.

- Keeps abreast of technical and economic developments in the areas of the Division's mandate through close contacts with specialized institutions and industry representatives, following the technical press, market developments and trends.

- Performs other related duties and assignments as required by the Chief of the Division or Director of the Department.

## **Core Competencies:**

**WE LIVE AND ACT WITH INTEGRITY:** work honestly, openly and impartially.

**WE SHOW PROFESSIONALISM:** work hard and competently in a committed and responsible manner.

**WE RESPECT DIVERSITY:** work together effectively, respectfully and inclusively, regardless of our differences in culture and perspective.

**WE FOCUS ON PEOPLE:** cooperate to fully reach our potential –and this is true for our colleagues as well as our clients.

Emotional intelligence and receptiveness are vital parts of our UNIDO identity.

**WE FOCUS ON RESULTS AND RESPONSIBILITIES:** focus on planning, organizing and managing our work effectively and efficiently. We are responsible and accountable for achieving our results and meeting our performance standards. This accountability does not end with our colleagues and supervisors, but we also owe it to those, we serve and who have trusted us

to contribute to a better, safer and healthier world.

**WE COMMUNICATE AND EARN TRUST:** communicate effectively with one another and build an environment of trust where we can all excel in our work.

**WE THINK OUTSIDE THE BOX AND INNOVATE:** to stay relevant, we continuously improve, support innovation, share our knowledge and skills, and learn from one another

## **Minimum Requirements**

### **Education:**

Advanced university level degree in economics, international relations, industrial policy, engineering or another field relevant to UNIDO's mandate.

### **UNIDO Languages:**

Fluency in written and spoken English is required.

Fluency or working knowledge of other official language(s) of the United Nations would be an asset.

### **Field of Expertise:**

A minimum of five (5) years of professional experience, including some at the international level, involving technical cooperation in developing countries such as promoting digital transformation and innovation ecosystems building, furthering the economic competitiveness of developing countries through digital technologies, or similar, is required.

Experience in all phases of the Project Cycle is required.

Experience in evaluating the needs, conditions and problems in developing countries is desirable.

**NOTE:** Eligible internal UNIDO applicants are required to have served at least one year in his or her current post. However, the seniority-in-grade requirements for applying for higher level positions, as per paragraphs 18 and 78 of the HRMF, have been waived.

Employees of UNIDO are expected at all times to uphold the highest standards of integrity, professionalism and respect for diversity, both at work and outside. Only persons who fully and unconditionally commit to these values should consider applying for jobs at UNIDO.

**All applications must be submitted online through the Online Recruitment System**

**Correspondence will be undertaken only with candidates who are being considered at an advanced phase of the selection process.**

**Selected candidate(s) may be required to disclose to the Director General the nature and scope of financial and other personal interests and assets in respect of themselves, their spouses and dependants, under the procedures established by the Director General.**

Visit the UNIDO web site for details on how to apply: [www.unido.org](http://www.unido.org)

**NOTE: The Director General retains the discretion to make an appointment to this post at a lower level.**

### **Notice to applicants:**

UNIDO does not charge any application, processing, training, interviewing, testing or other fee in connection with the application or recruitment process. If you have received a solicitation for the payment of a fee, please disregard it. Vacant positions within UNIDO are advertised on the official UNIDO website. Should you have any questions concerning persons or companies claiming to be recruiting on behalf of UNIDO and requesting payment of a fee, please contact: [recruitment@unido.org](mailto:recruitment@unido.org)