



UNAKRT

United Nations Assistance to the Khmer Rouge Trials

VACANCY ANNOUNCEMENT

<u>Vacancy Announcement Number:</u>	15/GS/ICT/02
<u>Functional Title and Grade:</u>	Information Technology Assistant (GS-6)
<u>Department/Service:</u>	Information and Communication Technology Section, UNAKRT
<u>Remuneration:</u>	Starting from US\$ 21,757 gross per annum depending on relevant background and experience.
<u>Type of Appointment:</u>	Fixed-Term Appointment
<u>Number of Positions:</u>	One
<u>Duration:</u>	The initial appointment is limited to one year only. Extension of the appointment is subject to extension of the mandate and/or the availability of the funds
<u>Deadline for Applications</u>	05 March 2015

APPOINTMENT WILL BE MADE ON A LOCAL BASIS.
CANDIDATES UNDER SERIOUS CONSIDERATION WILL BE REQUESTED TO PASS A WRITTEN TEST AND PARTICIPATE IN AN INTERVIEW

United Nations Core Values: Integrity, Professionalism, Respect for Diversity.
Candidates will be expected to move periodically to new functions throughout their careers
and are subject to the assignment by the Secretary-General to any of the activities or offices of the United Nations.

SUMMARY OF DUTIES:

UNAKRT represents the international side of the 'hybrid' court known as the Extraordinary Chambers in the Courts of Cambodia (ECCC). Under the terms of Agreement between the United Nations and the Royal Government of Cambodia, the Extraordinary Chambers will bring to trial senior leaders of Democratic Kampuchea and those who were most responsible for the crimes and serious violations of Cambodian penal law, international humanitarian law and custom, and international conventions recognized by Cambodia, that were committed during the period from 17 April 1975 to 6 January 1979.

This position is located in the Information and Communication Technology Section (ICTS) of UNAKRT, under the overall supervision of the Chief, ICTS, and direct supervision of the IT Technical Officer, the incumbent will be responsible for the following duties:

- Install, configure, test and deploy: LANs, WANs and MANs, Wi-Fi systems, servers, desktops, printers, scanners digital senders etc.; Operating Systems- Linux, Windows 7, Windows Server 20XX; VMWare systems; Email systems Microsoft Exchange, Lotus Notes, mail relay and other database systems like SQL Server, My SQL etc; Data security systems and components-Citrix systems, routers, firewalls, DNS, DHCP, VPN, Antivirus, Websense, ISA 20XX.
- Provide full range of technical assistance and team supervision in the areas of software distribution, desktop support and server administration.
- Perform updates, scripting, testing, complex troubleshooting and monitoring of network, server and software systems.
- Performs technical support activities, including firmware upgrades, and module level repair of multi-layer switches, routers, remote access servers, content switches and Ethernet hubs.
- Monitors the performance of the LAN, and installs, configures, and maintains multi-protocol routers, multi-layer switches, Ethernet hubs, Firewalls and other LAN equipment.
- Provides remote operations and maintenance service and technical support for access routers on the Wide Area Network.
- Implement backups of servers following standard backup procedures.
- Perform research into new versions of centrally supported software and perform beta testing, production rollout and post production support.
- Perform 2nd level desktop troubleshooting in conjunction with the Help Desk and occasionally supervises a team of technical staff for special projects.



- Provide technical advice to clients when necessary and provide guidance and training to junior technical staff and end-users on the use of standard systems and applications.
- Ensure 24x7 operations and monitoring of assigned systems and liaises with other groups of ICT and the user Departments for maintaining the efficient and reliable operations of ICT systems.
- Collect various statistics on the performance and reliability of server and network systems, and produce pertinent reports.
- Write and maintain the documentation of server and network systems, pertinent to operations and administration.
- Diagnose and resolve more complex hardware, software, or connectivity problems with minimum delay.
- Escalate problems/tasks to the appropriate parties in accordance with established procedure.
- Perform periodic traffic engineering studies and generate and revise network diagrams and network documentation.
- Keep abreast of developments in technology both in the UN and in the industry in general;
- Performs other related duties as required.

During the interview, candidates will be asked to demonstrate that they possess the following competencies:

Professionalism: Knowledge of information technology and applications, including computer system networks. Good technical skills, ability to conduct network maintenance, provide server services and user support. 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. Commitment to implementing the goal of gender equality by ensuring the equal participation and full involvement of women and men in all aspects of work.

Communication: Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.

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.

QUALIFICATIONS AND EXPERIENCE:

Education: High school diploma or equivalent. Related study or current enrollment in Microsoft, Cisco or any other IT certifications is highly desirable.

Work Experience: Six (6) years of experience in systems support and network administration. Sound experience in Windows Server (2003 and above), Windows Active Directory Services, IIS, Lotus Notes, VMWare, SAN technologies, and networking equipment such as Firewalls, VPNs, routers etc.. Consideration for up to 3 years equivalent work experience may be given for candidates in possession of a university degree.

Languages: English and French are the working languages of the United Nations Secretariat. For the post advertised, fluency in oral and written English is required. Knowledge of Khmer language is an advantage.

HOW TO APPLY:

Candidates are requested to complete the "Personal History Form" (P.11) available on the UNAKRT Website at <http://www.unakrt-online.org/sites/default/files/p11.doc> and submit their application mentioning the vacancy announcement number and functional title in the subject line of the email to the Human Resources Management Section, UNAKRT, to the following email address unakrt-jobs@un.org.

Applications from female candidates are particularly encouraged

Applications received after the deadline will not be accepted.

Due to the high volume of applications, no letters of acknowledgment will be sent. Only candidates under serious consideration will be contacted.

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).

This vacancy is open for Cambodian nationals only

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Date of issuance: 06 February 2015