



**VACANCY ANNOUNCEMENT**  
**(External/Internal)**

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

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<b>Vacancy Announcement No:</b> VA-2008/016	<b>Date of Issuance:</b> 25 April 2008
<b>Post Title and Level:</b>	<b>Associate Industrial Development Officer, P-2</b>
<b>Duty Station:</b>	Vienna, Austria
<b>Organizational Unit:</b>	Compliance Infrastructure Unit Trade Capacity-building Branch PROGRAMME DEVELOPMENT AND TECHNICAL COOPERATION DIVISION
<b>Expected entry on duty:</b>	Third quarter 2008
<b>Indicative Minimum Net Annual Remuneration:</b> <i>(including post adjustment at single rate for current month)</i>	US\$ 77,413
<b>Type of Appointment:</b>	fixed term, three years
<b>Deadline for the receipt of applications:</b>	<b>19 May 2008</b>

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**Organizational Context**

- The Programme Development and Technical Cooperation Division (PTC) is responsible for providing technical cooperation services on technological and economic issues in the following areas covered by seven branches: Trade Capacity Building; Investment and Technology Promotion; Agri-Business Development; Industrial Policy and Private Sector Development; Montreal Protocol; and Energy and Climate Change.
- The Trade Capacity Building Branch (PTC/TCB) is responsible for helping developing countries and countries with economies in transition to participate effectively in the rule-based global trading system, in which they face key constraints arising from the lack of a competitive supply capacity of tradable goods, and the need to ensure internationally recognized conformity of their goods to quality and safety requirements. The Branch therefore seeks to strengthen the capacity of developing countries and countries with economies in transition to comply with the requirements of the WTO agreements on Technical Barriers to Trade (TBT) and Sanitary and Phytosanitary Measures (SPS), and thereby enter new markets with a substantial development potential, improve the market conformity of their products, and establish cost effective and internationally recognized local proof of such conformity. These objectives are supported by strengthening the standards, testing and conformity infrastructure; and by enhancing product competitiveness through quality and productivity development and industrial upgrading.
- This position is located in the Compliance Infrastructure Unit (TCB/CIU) in the TCB Branch. The Unit is responsible for providing support services to strengthen the capacity of developing countries and countries with economies in transition to identify the legal and institutional capacity gaps related to standards, metrology, testing and accreditation, which are necessary to overcome the TBT and SPS constraints in particular. Through the application of advisory and technical capacity-building interventions, the Unit assists countries to develop the required institutional capacity for market compliance, enabling exporters to gain access to global markets with confidence, and equipped with a globally recognized standards and testing compliance capacity.
- Under the overall supervision of the Director PTC/TCB Branch and under the direct supervision of the Unit Chief of TCB/CIU, the incumbent will work closely with team members in the Unit and colleagues and counterparts to develop and implement technical cooperation activities in the field of Trade Capacity Building.
- After a certain number of years located at Headquarters, the incumbent must be prepared to rotate into a position in one of UNIDO's field offices, as part of the Organization's Field Rotation Policy.

**Main Functions**

- The incumbent will be primarily responsible for supporting the development of TCB related programmes and projects, in particular with focus on upgrading of national and regional quality infrastructures and services and linkages with relevant international bodies. Since the focus of this work is to create and strengthen capacity at national level to support the exporting private sector and to ensure consumer protection, an important aspect will be the design and implementation of inter-agency technical cooperation programmes developing the enabling environment for private sector trade activities, and related manuals and publications. He/she will particularly concentrate on supporting technical cooperation project design and delivery with a particular focus on the Latin American and Caribbean region, Africa and LDCs, countries that are facing the greatest marginalisation in a globalised world economy. Specifically he/she will support the team in:
- Formulating programmes and projects for UNIDO's technical cooperation activities relating to metrology, testing and standardization, certification and accreditation. This will be carried out based on specific requests being received from Governments, through regional bureaus, or as a result of preparatory cooperation projects or programming missions.
- Implementing technical cooperation programmes and projects relating to metrology, testing and standardization: Project implementation will require some of the following: (a) Drafting project documents and obtaining in-house approval and funding; (b) Drafting job descriptions, selection of national/international personnel, briefing/debriefing; (c) Organizing expert group meetings, workshops and trainings; (d) Evaluation of equipment offers, purchasing project equipment; (e) Monitoring and guiding

the technical delivery and troubleshooting; (f) Participation in project related technical meetings; (g) Monitoring, evaluation, revision and amendment of project budgets/documents; (h) Developing adequate methodologies for project implementation (questionnaires, etc.); (i) Publication of project achievements and results.

- Participating in preparatory assistance and programming missions related to metrology, testing and standardization and conformity assessment infrastructure development.
- Global forum activities. These include: (a) Participate in international meetings related to metrology, testing, standardization and conformity assessment; assisting in preparing and delivering papers for conferences, seminars, training workshops etc dealing with the subjects; (b) Develop surveys and questionnaires for activities that serve the global forum function.
- Performing other related duties and ad hoc assignments as required.

#### **Required Competencies**

- Technical: Proficient knowledge of the economic aspects of TCB. Proven competence in the analysis of the complex TCB domain.
- Behavioral: Analytical thinking; planning, organizing and problem solving abilities; good inter-personal skills and team leadership/membership ability; cultural sensitivity; report writing skills; excellent verbal and written communication skills; ability to work under pressure and to meet tight deadlines. Very good conceptual, negotiating and consensus building capacities are required, in particular for establishing and maintaining constructive client relationships at the highest levels of government and in the context of inter-agency cooperation approaches and programmes.

#### **Minimum Requirements**

- Education: Advanced university degree in mechanical engineering with specialization in industrial engineering/quality management related discipline. Auditor training in ISO 9001 / 14001 would be an asset.
- Experience: Minimum of three years of work experience gathered from Government, consulting or industry. Direct experience from manufacturing industry including quality management and ISO 9001 implementation highly desirable.
- Languages: Fluency in English. Working knowledge of another UN language, particularly French or Spanish required.

**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.**

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