

RECRUITMENT PROFILE

Profile: Telecommunications Officer

Grade: P/L.3

Duties and Responsibilities:

- Responsible for the overall planning, supervision of installation and the management of the telecommunication networks, required for UNHCR operations;
- Coordinates with the Head of Office, liaises with PTT authorities for the abstention of radio licences and frequencies, and assist with the clearance of radio equipment.
- Select suitably qualified personnel, among those especially recruited or detailed for manning the Telecommunications networks, for postings within the area of operations;
- Draws up procedures and instructions on the operation of the UNHCR radio networks which not only cover the handling of the traffic and equipment but also matters such as confidentiality of communications, type of traffic allowed on the networks and traffic discipline;
- Maintains an inventory advice and provides support to the Head of Office on telecommunication matters and assists in the preparation of budgetary submission pertaining to telecommunication equipment and systems;
- Submits on a regular basis, communications reports to HQs, outlining the scope and operational status of the telecommunications, the performance and suitability of existing installations and recommendations for modifications or upgrading of standardised equipment, to keep abreast of technology development but bearing in mind the need for economy and efficiency.
- Serves as focal point for all telecom matters in the geographical area of responsibility.
- Undertakes other tasks or assignments, within his/her area of competence, as directed by the Chief, Telecom Section in HQ and Head of Office in the Field.

Qualifications required:

1. First University degree (BSc) in electrical, electronic, telecommunications, IT engineering or other related field, with extensive experience in the field of telecommunications. Advanced University degree in the aforementioned areas preferred.
2. Fluency in written and spoken English, working knowledge of French, any another UN language an advantage.
3. A minimum of seven years of relevant professional experience (at the engineering level), with at least three years network operations and in a staff management capacity
4. Hands-on experience with wireless networks in all frequency ranges (HF, VHF, UHF, mobile satellites, wireless LAN, VSAT) including system integration, operational and regulatory/licensing issues.
5. Broad knowledge of ICT products and services, both in IP networking as well as wireless communications (data and voice)

6. Experience with convergent data (LAN/WAN) and voice (VOIP) projects at global enterprise level an advantage.
7. Ability to establish and maintain good working relations with people of different national and cultural background an important asset.