



International Operations Manager (Leadership Pool)

Departement

Country Office

Seniority level

P-3/P4 (Mid-Career)

Duty station

Rotational in any of UNFPA's Country Offices

Contract type

Fixed-term

Duration

One year initially

Key tasks and responsibilities

The International Operations Manager plays a leading role in achieving key results, which have an impact on the overall economy, efficiency and effectiveness of Country Office operations, and the functioning of UNFPA in line with the use of corporate resources in the following areas: **Financial Services, Human Resources, Procurement and Logistical Services, ICT**;

Key tasks include:

- Implementation of the UN agenda on common services and joint procurement
- The International Operations Manager advises the Representative on course correction, compliance, cost effectiveness and creative responses to emerging complex challenges
- A Regional International Operations Manager will work within the increased complexity of a regional context, with larger teams and greater oversight of processes to manage from an operational perspective
- In absence of the HR Strategic Partner they will also deputise for HR related issues

Requested profile

Education

Postgraduate university degree in any of the following disciplines: Public Administration or Business Administration, Economics, Management or other related field.

Experience / Knowledge / Skills

- 5 to 7 years of experience in development in a governmental, multilateral or civil society organization in a multi-cultural setting, including 3 or more years' experience in managing teams in a complex organizational setting
- Ability to build strong relationships with clients, focus on impact and result, and respond positively to feedback
- Solid knowledge in procurement, financial and human resources management, contract, asset, and information and communication technology
- Ability to lead business process re-engineering, to implement new systems, and to positively affect staff behavioural/ attitudinal changes
- Ability to lead strategic planning, results-based management and reporting, formulation and monitoring of projects/programmes
- Experience in international development, particularly in the mandate of UNFPA and dedication to the principles of the UN
- Field experience is essential; experience from a developing, humanitarian context is an asset

Language

Fluency in English is required. Depending on the duty station, another language such as French, Spanish, Arabic, Chinese, Russian or Portuguese may be required.

Other information to be included

Values: Exemplifying integrity, demonstrating commitment to UNFPA and the UN system, Embracing cultural diversity, Embracing change

Core Competencies: Achieving results, Being accountable, Developing and applying professional expertise/business acumen, Thinking analytically and strategically, Working in teams/managing ourselves and our relationships, Communicating for impact

UN Leadership Characteristics: Norm-based - grounded in UN norms and standards Principled - defends norms and standards without discrimination, fear or favour, Inclusive of all personnel and stakeholders, Accountable, Multi-dimensional, Transformational, Collaborative Self-applied - modelled in our own behaviour