



## Classified Job Descriptions

Job Description Type:	Specific Job Description	Region:	<a href="#">SD</a>
Category:	<a href="#">IP (International Professionals)</a>	Country:	<a href="#">Denmark</a>
Reason for Classification:	Establishment of a new post	Duty Station:	Copenhagen
Level:	<a href="#">P-1</a>	Office:	Supply Division
Title:	Supply Chain Officer	Section:	Monitoring Strategic Data Centre (MSDC)
Title Information in Parenthesis:	Data and Monitoring	Unit:	Supply Intelligence & Monitoring
CCOG Code:	1A09	Case Number:	CPH26-009
UNICEF Code:	SUP	Post Number:	
Classified by:	Natalia Paquin	Classified Date:	7/29/2025

**Organizational Context:**

The fundamental mission of UNICEF is to promote the rights of every child, everywhere, in everything the organization does — in programs, in advocacy and in operations. The equity strategy, emphasizing the most disadvantaged and excluded children and families, translates this commitment to children’s rights into action. For UNICEF, equity means that all children have an opportunity to survive, develop and reach their full potential, without discrimination, bias or favoritism. To the degree that any child has an unequal chance in life — in its social, political, economic, civic and cultural dimensions — her or his rights are violated. There is growing evidence that investing in the health, education and protection of a society’s most disadvantaged citizens — addressing inequity — not only will give all children the opportunity to fulfill their potential but also will lead to sustained growth and stability of countries. This is why the focus on equity is so vital. It accelerates progress towards realizing the human rights of all children, which is the universal mandate of UNICEF, as outlined by the Convention on the Rights of the Child, while also supporting the equitable development of nations.

**Strategic Office Context:**

UNICEF Supply Division (SD) works to ensure equitable and inclusive access to essential supplies and services for children and their families, in development, humanitarian and fragile contexts. These supplies are critical to saving lives, supporting children’s health and education, and protecting them from abuse, exploitation, and neglect. As the UN’s largest end to end supply chain entity, UNICEF leverages its global reach, market influence, supply chain expertise and partnerships with governments, civil society, private sector, industry, and other stakeholders to meet children’s needs and protect their rights around the world.

SD focuses on three result areas to maximize impact, scale, and effectiveness: strategic procurement; supply preparedness and response in humanitarian and fragile contexts; and supply chain optimization. To facilitate and accelerate progress toward these results, SD employs three change strategies: financing for supply and services, supply chain digitalization and supply chain localization.

MSDC is the normative and operational centre for the core functional areas of demand planning and forecasting, the enabler function of supply chain monitoring and analysis, and supply chain strengthening within these two functions. MSDC’s work directly relates to SD’s accountabilities, as per the Compendium on the Organization of UNICEF, paragraphs 129.xiii, xv and xviii. Given these functions, MSDC is responsible for collecting, analysing and sharing supply intelligence to empower colleagues and partners to know, take decisions and communicate. This function is cross-cutting in nature and fulfilling it requires specific expertise, that is, high technical capabilities, an in-depth knowledge of UNICEF’s processes, practices, ERP system and policy, an ability to understand the same in a partner country system, as well as understanding the nature of our

partnerships, both at country and with other regional or global organizations.

MSDC serves as the centralized source of official supply chain and logistics data, statistics and analysis, and the norm-setting entity on supply data and intelligence and demand forecasting and planning in UNICEF. It leads in the areas of supply performance monitoring, product demand and end-to-end supply chain monitoring and intelligence, using evidence for continuous improvement and to inform changes in internal processes (e.g. policy, compliance). As the lead in the above-mentioned areas, MSDC manages projects to bring these areas forward, delivers training and learning opportunities to UNICEF staff and offers supply chain strengthening activities to UNICEF's partners.

Purpose of the Job:

Under the supervision of the Supply Chain Specialist (Monitoring) and in the framework of UNICEF's Supply Chain Digitalization change strategy, the incumbent is responsible for (1) helping ensure that UNICEF's needs for visibility in supply chain are adequately met via the supply information systems, including VISION/SAP, Info Hub and InSight;; (2) support the progressive availability via UNICEF's digital solutions of reports, data and supply intelligence; and (3) support the development of capacities within the supply community on supply intelligence and digital dexterity.

Key functions, accountabilities and related duties/tasks:

Under the supervision of the Supply Chain Specialist:

1. Contributes to the implementation of applications under UNICEF's Supply Chain Digitalization change strategy, with a focus on enhancing data availability, visibility, and monitoring across the UNICEF supply chain.
2. Contributes to the development, maintenance, and enhancement of reporting tools and data models for supply chain data analysis. Supports the design and improvement of supply chain visibility tools, data warehouses, and databases for the Supply Division and broader supply function, including the creation of documentation and user guidance.
3. Keeps abreast with developments in the areas of machine learning and artificial intelligence, particularly in their application on supply chain, and actively looks for experiences and use cases in the private or public sector.
4. Supports the learning, adoption, implementation, and scaling of new technology initiatives within the Supply Division in view of improving supply chain monitoring and intelligence.
5. Supports supply data analysis, and the availability of relevant data, statistics, and insights required for statutory reporting to the Director's Office. This includes the UN Annual Statistical Report.
6. Collaborates with stakeholders to help ensure that business logic is accurately reflected in the Data Warehouse and that supply data points are effectively structured for analytical tools and application consumption.
7. Supports the development and maintenance of training modules on supply chain monitoring and digital dexterity and supports the delivery of training sessions as part of the professionalization efforts for the supply community.
8. Performs any other duties or assignments as requested by the supervisor.

Impact of Results:

1. Supply chain analysis, intelligence and visibility pieces are timely delivered and are considered a source of knowledge, thought, and/or improvements.
2. UNICEF staff in the supply function and programme sections are increasingly aware of and satisfied with the supply chain monitoring options available.
3. Contributions to the UNICEF Supply Chain Digitalization change strategy support the progress towards established targets.

Competencies and level of proficiency required:

Core Values:

Care  
Respect  
Integrity  
Trust  
Accountability  
Sustainability

Core Competencies:

Demonstrates self-awareness and ethical awareness (1)

Works collaboratively with others (1)  
Builds and maintains partnership (1)  
Innovates and embraces change (1)  
Thinks and acts strategically (1)  
Drive to achieve results for impact (1)  
Manages ambiguity and complexity (1)

Required functional competencies:

- Demonstrated analytical skills
- Good knowledge of SQL, MS Databricks, and/or data visualization tools.
- Good knowledge of Artificial Intelligence (AI) / Machine Learning (ML)
- Systems competent and able to use the MS standard computer software
- Good planning and organizing skills
- Ability to work in a team
- Excellent communication (written, numeric and oral)
- Ability to work in a multi-cultural environment and establish harmonious and effective working relationships

Recruitment Qualifications:

Education requirement: A university degree (in Data Science, Supply Chain Management, Digitalization and AI, Data and Information Management or another relevant field.

Experience required: A minimum of one year of professional work experience is required, preferable in supply chain and/or data analytics, supply chain monitoring, supply chain digitalization, artificial intelligence, machine learning, data science related fields

Demonstrated experience of computer applications, especially data analysis and visualization applications such as Power BI or Tableau, SQL, MS Databricks or Microsoft Fabric is required.

Hands-on experience in complex data management, artificial intelligence, machine learning, or data warehousing and analysis, preferably related to procurement, logistics and/or supply chain is considered an asset.

Knowledge of business processes, public procurement, logistics and/or transport principles are an asset.

Field experience is an asset.

Language requirement: Fluency in English is required; Knowledge of another official UN language (French, Spanish, Russian, Chinese) is an asset, preferably fluency in French.

Is this role a Representative, Deputy Representative, Chief of Field Office, the most senior Child Protection role in the office, Child Safeguarding Focal Point, or Investigator (OIAI)?:

No

Is this post a Direct contact role in which incumbent will be in contact with children either face-to-face, or by remote communication, but the communication will not be moderated and relayed by another person?:

No

Is this post a Child Data role in which incumbent will be manipulating or transmitting personal-identifiable information on children such as names, national ID, location data, or photos)?:

No

The selected candidate for this position will be required

No

to engage with vulnerable children:

Competencies and level of proficiency required:

Recruitment Qualifications:

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Attachments:            [CPH26-009\\_JD\\_Supply Chain Officer\\_P1\\_FT\\_MSDC\\_July 2025.docx](#)  
                                 [DO Approval of the JD.pdf](#)  
                                 [SD\\_MSDC 2026-2029 Org Chart.pdf](#)

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