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| C:\Users\rnaveed\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\8RXOBJ5Q\unicef.gif | **UNICEF**  **United Nations Children’s Fund**  **Specific Job Profile** |  |

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| |  |  | | --- | --- | | **I. Post Information** | | | **Job Title:** ICT Officer  **Supervisor Title/ Level:** ICT Specialist (MIS), P-3  **Organizational Unit:** PMU, Yemen Country Office  **Post Location:** Yemen CO, O/P Amman Jordan | **Job Level:** NO-2  **Job Profile No.:**  **CCOG Code:**  **Functional Code:**  **Job Classification Level:** (For non-JP) | |
| **11. Organizational Context and Purpose for the Job** |
| UNICEF is a leading humanitarian and development agency working globally for children rights. Child rights begin with safe shelter, nutrition, protection from disaster and conflict and traverse the life cycle. UNICEF strive to ensure that all children are born alive, stay safe and keep learning.  The Emergency Cash Transfer Project (ECTP) targets I .5 million vulnerable beneficiary cases (over 9 million people) across all Yemen districts and governorates with unconditional cash transfers in response to the socio-economic crisis. The ECTP is being rolled out nationally by UNICEF as the executing agency, with funds and technical assistance from the World Bank through the International Development Association. UNICEF has established a Project Management Unit (PMU) with staff members operating in Yemen and Jordan, to oversee the implementation.  Cash Incentive projects require the implementation of Management Information System (MIS) solutions that support the necessary emergency payment delivery functionality and ensure the security of beneficiary data. The solutions rely heavily on technology and use agile methodology and open source,  i.e., cloud laaS, Linux (CentOS), Postgres, JEE, Kibana and Trello. The poor ICT infrastructure in Yemen and especially the challenges in terms of connectivity, required the use of a distributed solution running mobile-MIS that replicate the deltas to cloud based laaS main-MIS.  Purpose for the job: The purpose of this engagement is the maintenance, upgrade and full operation of the MIS. |
| **Ill. Key function accountabilities and related duties or tasks** |
| Summary of the key functions, accountabilities and related duties or tasks include:  I. Manage updating of all documentation: Meet software development best practices quality standards;   1. Manage the support, maintenance, and upgrade of MIS: Fully functional MIS solution, both Main-MIS and Mobile MIS as well as data exchange with other providers; 2. Another related tasks |
| I. Manage the updating of the technical documentation to meet quality standards:  1.1. Ensure all features items are complete with related documentation  I .2. Manage the enhancement of database, code and technical documentation to meet quality standards. |
| 1. Manage the MlS maintenance and upgrades:    1. Manage the maintain the MIS source code and user experience for both the main MIS and the Mobile MIS;    2. Manage the analysis, design, develop, unit test, fix defects and other necessary tasks in order to successfully develop and maintain JEE based applications;    3. Manage the development, maintenance or development of scripts to automate processes;    4. Ensure proper data exchange with the distributed solution and other entities systems using RESTful web services;    5. Manage the development and maintenance of reusable web services template and catalogues• |

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| 2 .6. Assist with Bl data sources, catalogs, dashboards, reports, related backend databases and extract data as needed for analysis and reporting;   1. .7. Efficiently collaborate with the back-end software developers;   2.8. Help establish best practices and coding guidelines. | | | | | |
| 1. Any other related tasks:   3.1. Perform related tasks requested by the direct supervisor or senior management. | | | | | |
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| IV. 1mpact of Results | | | | | | |
| ICT underpins UNICEF entire operations; ICT is the backbone for the delivery of results. This role enables the provision and operations of Emergency Cash Transfers in Yemen in timely, secure and safe manner and in turn enable UNICEF to meet the goals as stated in the Country Programme Document, work plans and project charter.  Any failures will affect the office daily operations and likely, the counterparts and implementing partners. Failures may as well, affect UNICEF ICT environment globally and possibly have legal or financial repercussions and potentially affect UNICEF brand and reputation. | | | | | | |
| **V. Competencies and proficiency (level) requirement:**  **Based on UNICEF Competency Framework listed in alphabetical order** | | | | | | | |
| **Core Values:**   * Care * Respect * Integrity * Trust * Accountability   **Core competencies:**   * Nurtures, Leads and Manages People (1) * Demonstrates Self Awareness and Ethical Awareness (2) * Works Collaboratively with others (2) * Builds and Maintains Partnerships (2) * Innovates and Embraces Change (2) * Thinks and Acts Strategically (2) * Drives to achieve impactful results (2)   Manages ambiguity and complexity (2) | | | Functional Competencies:   * Analyzing (2); * Applying Technical Expertise (2); * Formulating Strategies and Concepts (l); * Planning and Organizing (l). | | | | |
| **VI. Qualifications** | | | | | | | | |
| Education: | University degree (Bachelor or higher) in computer science, software engineering, information technology related areas. | | | | | | | |
| Experience: | Minimum two (2) years of relevant professional experience in managing Software Development  and Business Intelligence tools, preferably Kibana in large national or international entities.  Ability to work with a team as well as independently in a multi-cultural and gender-sensitive environment. | | | | | | | |
| Language: | Fluency in English is required. Knowledge of another official UN language is an asset. | | | | | | | |
| **Vll. Certification** | |  | |  |  | | | |
| Supervisor  **Name:** Christian Alvarez | | Signature: | | **Date:** | 18th April 2021 | | | |
| Head of Office  **Name:** Philippe Duamelle | | Signature: | | **Date:** |  | | | |