



UNITED NATIONS CHILDREN'S FUND SPECIFIC JOB PROFILE

I. Post Information

Job Title: **Supply and Logistics Specialist**
Supervisor Title/ Level: **Chief Child Health Nutrition**
Organizational Unit: **Child Health & Nutrition**
Section
Post Location: **Maputo Country Office**

Job Level: **P3**
Job Profile No.: **63540**
CCOG Code: **1A09**
Functional Code: **SUP**
Job Classification Level: **P3**

II. Organizational Context and Purpose for the job

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.

Job organizational context: The Supply and Logistics Specialist GJP is to be used in small/ medium size Country Offices (CO), or in larger size Country Offices where the role is part of a larger Supply and Logistics structure.

The Supply and Logistics Specialist reports to the Chief Child Health and Nutrition as per the Country Office (CO) set-up and is responsible for managing elements of the supply chains as part of internal UNICEF supply chain and linked to supply systems strengthening within the Ministry of Health (MoH). The management of the position is done in collaboration with the Supply & Logistics Manager, with whom the incumbent is expected to work closely with. The incumbent supports management collaboration between programmes and supply interventions to meet programmatic needs and achieve results for children, and provides technical and advisory support to governments, national systems and partners on supply chain management, with special focus on national and sub-national Supply Chain (SC) Systems Strengthening initiatives including vaccines and related Procurement Services (PS) transactions for the Government as well as for bilateral health donors.

III. Key function, accountabilities and related duties/tasks

Summary of key functions/accountabilities:

1. **Advisory and capacity development support to government regarding SC Systems Strengthening initiatives, including management of all PS transactions and related technical support.**
2. **Coordination of supply chain emergency preparedness, planning and response and other Child Health and Nutrition (CHN) related initiatives.**
3. **Monitoring and reporting all key SC processes, including PS transactions related to health SC strengthening and CHN activities.**
4. **Supply End User Monitoring and innovation.**

1. Advisory and capacity development support to government regarding SC Systems Strengthening initiatives, including management of all PS transactions and related technical support.

- Promote/drive supply chain strengthening and change management initiatives with governments and partners at national and subnational level, to ensure efficient and effective supply chains for children, with a focus on health (including vaccine) and nutrition SC management.
- In collaboration with the CHN team and MiSau, lead UNICEF's contribution to cold-chain strengthening efforts in Mozambique, from PS through to sub-national level use.
- Lead in all PS initiatives with both SD PS and the GoM (MoH), from MoU agreements to CEs, to tracking all ongoing transactions until supplies are delivered to the MoH or government partner at the port of entry.
- Lead capacity development initiatives in the area of supply chains for children, in close collaboration with supply and CHN colleagues. Support supply components of health systems strengthening within country context at all levels – national, provincial, district, health facility and community, for both humanitarian and development programmes.
- Advisory support to Governments/national systems in defining and determining supply solutions for children, such as use of procurement services; supply financing solutions; local market development; HR strengthening for SC; private sector engagement among others.

2. Coordination of supply chain emergency preparedness, planning and response and other Child Health and Nutrition related initiatives.

- Lead in the development of an emergency supply & logistics strategy for the section based upon risk assessment analysis and CHN response assumptions. Ensure an emergency supply and logistics plan for CHN section is established in line with Core Commitments for Children in Humanitarian Action (CCC).
- In collaboration with Supply & Logistics Manager, establish strong working relations with Regional Chiefs of Supply/Regional Chief of Operations, as well as Supply Division, to align with global and regional emergency preparedness and response approaches and initiatives in supply chain management.
- Support coordination related to global SC strengthening initiative with Supply Division, NYHQ, GAVI and other partners.

3. Monitoring and reporting all key SC processes, including PS transactions related to health SC strengthening and CHN activities.

- Provide input to the Country Programme Action Planning and advise on Supply and supply related system strengthening requirements for the Plan of Operations and Annual Work Plans. Ensure appropriate planning, implementation, monitoring and evaluation of the supply chain operations, including establishment of performance indicators, and assessment of fit for purpose of products and services.
- Analyze supply dashboards, implementation rates of key performance indicators and supply information/data from various systems and conduct root cause analysis of supply chain bottlenecks and challenges which affect supplies reaching women and children, with a view to drive improvements and ensure efficient and effective supply chains for children as well as share them with government counterpart and provide mentoring support for capacity building.
- Participate in district level capacity development initiatives to identify subnational level issues and address these.
- Follow up in the Section's support to the field offices and implementing all agreed actions accordingly.

4. Supply End User Monitoring and innovation.

- Coordinate Supply End User Monitoring data collection and analysis, ensuring that findings are transformed into actions closely monitored through the development of a tracking tool accordingly.
- Contribute to design of SC related pilots and support the roll-out of new approaches which may be related to information management, new products and other supply related initiatives. Support documentation and follow-up of such initiatives.
- Promote critical thinking, innovative approaches and good practices on supply chain management within the organization as well as with externals to ensure effective and efficient supply chains for children.

IV. Impact of Results

The ability of the Supply and Logistics Specialist to successfully plan, manage and oversee effective and efficient Procurement Services to the Government, as well as Supply Chain systems strengthening initiatives where appropriate, with directly impact on program goals and results for children. This in turn contributes to maintaining/enhancing the credibility of UNICEF as an effective and responsible manager of funds entrusted to the organization and to furthering UNICEF image as a competent organization for delivering cost effective and sustainable program results for children.

V. Competencies and level of proficiency required (based on UNICEF Professional Competency Profiles/ratings).

Core Values

- Care
- Respect
- Integrity
- Trust
- Accountability
- Sustainability

Core Competencies

- Nurtures, Leads and Manages People (2)
- 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)

VI. Skills

- Ability to resolve difficult, complex and sensitive situations often under pressure.
- Ability to initiate and manage change in a diverse environment.
- Ability to clearly and concisely express ideas and concepts in written and oral form.
- Ability to manage and monitor the effective use of financial and material resources.
- Ability to supervise and direct a team of professional and support staff.
- Ability to work strategically to realize organizational goals, develop strategies, set clear visions.
- Strong communication and negotiation skills to establish and maintain trusted partnerships for achievement of objectives and to develop close and effective working relationships with diverse stakeholders.
- Ability to identify and analyze systemic issues, formulate opinions and make conclusions and recommendations to resolve same.
- Skill in the identification of new opportunities or requirements to meet challenges in the field and propose changes.
- Strong knowledge of latest developments and technology in supply chain management.
- Strong understanding of supply chain processes, from programme needs assessment, through planning, procurement and contracting, logistics and delivery, monitoring and evaluation.
- Strong overall knowledge and understanding of UNICEF programmes, public procurement principles, financial and legal aspects of supply chain issues, ethics and risk management of supply chain operations.

VII. Recruitment Qualifications

Education:	An advanced university degree (Masters or higher) is required in Business Administration, Management, Economics, Supply Chain Management, Logistics, Procurement, Contract/Commercial Law, International Development, Health or related social science field, or relevant first-level university degree (Bachelor's) in conjunction with a valid relevant professional certification is required.
Experience:	<p>A minimum of five (5) years of relevant experience, at the national and international levels, in supply, logistics, procurement, contracting, administration and/or other directly related technical fields is required.</p> <p>Health supply chain management experience an advantage, especially when designing and implementing systems strengthening projects.</p> <p>Emergency experience will be an advantage.</p> <p>Knowledge of UNICEF Procurement Services will be an advantage.</p>
Language Requirements:	Fluency in English is required as well as language proficiency in any Latin language. Fluency in Portuguese is a strong asset.