



Issued on: 11 April 2014

Deadline For Application: 2 May 2014

POSITION TITLE:	OPERATIONS OFFICER	GRADE LEVEL:	P-2
		DUTY STATION:	Juba, South Sudan
ORGANIZATIONAL UNIT:	FAO Office South Sudan	DURATION *:	Twelve months extendable (subject to continuity of funds)
		POST CODE/N°:	
		CCOG CODE:	1S01

Applications from qualified women as well as from qualified nationals of non-and under-represented member countries are encouraged

Persons with disabilities are equally encouraged to apply

All applications will be treated with the strictest confidence

The incumbent may be re-assigned to different activities and/or duty stations depending on the evolving needs of the Organization

DUTIES AND RESPONSIBILITIES

Under the overall guidance of the FAO Head of Office in South Sudan, the direct supervision of the FAO Deputy Head of Office for South Sudan and the Liaison and Operations Officer and in consultation with the relevant technical division at FAO headquarters and the Multidisciplinary Teams in the FAO Office in South Sudan, the Operations Officer will provide support in the analysis, development and implementation of operational activities of emergency, rehabilitation and long-term development projects in the duty station. In particular, will:

- handle day-to-day country project/programme operations;
- participate in technical assistance, disaster assessment or other missions, in countries affected by natural or human-induced calamities;
- participate in the formulation and implementation of emergency/rehabilitation/development projects/programmes;
- support resources mobilization efforts through liaison with donors represented at country level;
- participate in preparation of project proposals for financial support to donors of the UN system;
- ensure provision of technical approved specifications including quantities needed for emergency, rehabilitation and development assistance;
- liaise with FAO Technical units to ensure technical quality in project activities;
- estimate cost of agricultural inputs, and expected output in terms of food production and aid substitution, as required;
- draft briefs, reports and statements and correspondence for recipient governments and donors;
- participate in formulating regular progress reports, final reports, briefs and comprehensive reports for ongoing emergency/rehabilitation/development projects as well as correspondence with recipient governments and donors;
- liaise with other UN organizations and partners (non-governmental organizations, national authorities and donors, etc.) at the appropriate level for coordination of relief assistance related to emergency/rehabilitation/development activities;
- maintain an information database and update monitoring tools;
- conduct operational backstopping missions within the country of assignment as required to ensure smooth programme planning and implementation in the field;
- participate in the development of working relationships and synergies between FAO Representations, FAO-Sub-regional offices and/or relevant partners;
- perform other related duties as required.

MINIMUM REQUIREMENTS

Candidates should meet the following:

- University degree in agriculture, economics, business administration and management or other field related to the work of the Organization;
- Three years of relevant experience in agricultural and rural development, including emergency operations at field and/or headquarters level;
- Working knowledge of English.

SELECTION CRITERIA

Candidates will be assessed against the following:

- Extent of experience in analysing problems related to emergency, rehabilitation and development situations;
- Extent of experience in agriculture emergency project formulation, technical development and budget allocation, project implementation and evaluation in a volatile security context;
- Knowledge of the United Nations humanitarian mechanisms or (and) experience in working with other humanitarian organizations;
- Ability to plan and organize activities;
- Ability to work under pressure and within multidisciplinary and different cultural background teams;
- Extent of international exposure, including experience in South Sudan, or in the region;
- Excellent oral and written communication skills;
- Working knowledge of another official language will be an asset.

Please note that all candidates should possess computer/word processing skills and should be capable of working with people of different national and cultural backgrounds.

*** The length of appointment for internal FAO candidates will be established in accordance with applicable policies pertaining to the extension of appointments**

REMUNERATION

A competitive compensation and benefits package is offered. For information on UN salaries, allowances and benefits, click on the following link: <http://icsc.un.org/>

For guidelines to applicants, please visit the Application Toolkit at: <http://www.fao.org/employment/current-vacancies/project/en/>

Send your application to:

V.A **FRSSD-32-14-PRJ**
Director, TCE
FAO Viale delle Terme di Caracalla 00153 Rome ITALY
Fax No: +39 06 57054941
E-mail: VA-FAOSS-2014@fao.org

Note: Email address has been amended.

Please note that FAO staff members are international civil servants subject to the authority of the Director-General and may be assigned to any activities or office of the organization.

FAO IS A NON-SMOKING ENVIRONMENT