

**Title:** Associate Programme Specialist- Information Product Architect  
**Domain:** Data Analysis & Outreach  
**Grade:** P-2  
**Position Number:** 1CAUIS0026PA  
**Organizational Unit:** UIS/DAO/DIS  
**Duty Station:** Montreal  
**Type of contract:** Project Appointment  
**Duration of contract:** One year with possibility of extension subject to availability of funds and satisfactory performance  
**Annual salary:** USD 64 878  
**Deadline** (*midnight, Montreal time*): **19 November 2019**

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UNESCO Core Values: Commitment to the Organization, Integrity, Respect for Diversity, Professionalism

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#### Overview of the functions of the post

Under the overall authority of the Director of the UNESCO Institute for Statistics (UIS), and the direct supervision of the Head of Unit, Dissemination Systems, the incumbent will be responsible for the following:

- 1) Act as the primary resource for:
  - a. Information Product Development and Maintenance
    - i. Research, propose and implement data centred infrastructure and solutions for current and future information products. (e.g. visualizations, API's, web applications, bulk data export facilities, etc.)
    - ii. Design, develop, test and deploy information products using cloud based solution providers.
    - iii. Manage the UIS API gateway to ensure security policies, descriptions, usage limits, runtime capabilities and other relevant information is accessible.
    - iv. Monitor data product usage, load, transaction logs, historical data and other analytic metrics to better understand the status of UIS information products.
    - v. Execute performance tuning and optimization to ensure data centric products are sufficiently supported.
  - b. Data Release Management
    - i. Facilitate the Data Release process and ensure that the data products are updated and accurately disseminate UIS data.
    - ii. Communicate with the UIS data user community to keep them up to date in regards to changes and events relating to UIS information products.
- 2) Perform coaching duties to both internal and external UIS data users in regards to UIS data assets and information products.
- 3) Contribute to the evolution of the UIS open data infrastructure, and propose new ways the UIS can leverage its data assets such as new products, additional features or existing product improvement
- 4) Contribute to the UIS's digital strategy to increase the visibility and usage of UIS data and information products among its user target segments.
- 5) Perform any additional activities that may be required in support of the mandate of the UIS and to ensure the success of the work team.

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#### Competencies

A successful candidate will be required to demonstrate the following competencies:

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Accountability  
Communication  
Teamwork  
Innovation  
Results focus  
Planning and organizing  
Knowledge sharing and continuous improvement

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## Required qualifications

### Education

- Advanced university degree (Master or equivalent) in Computer Science, Data Management or a relevant discipline
- A first-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.

### Work Experience

- Minimum two (2) years of relevant professional experience designing, developing and managing data and information product initiatives in a data-centric domain.
- Experience delivering commercial quality web based solutions using cloud-based infrastructures (Azure, AWS, Google, etc.).
- Experience working in team environments that utilize an Agile methodology.
- Experience working with and supporting visualization frameworks such as Tableau, d3.js, React-vis, Chart.js Kaggle, Looker, ggplot, Google Data Studio, etc.
- Experience working with data and metadata in an enterprise level environment.

### Skills and competencies

- Familiarity with best practices for open data and information products such as API's and visualizations.
- Demonstrated experience working with large and/or complex datasets.
- A strong understanding of software development processes.
- Able to work collaboratively in a multicultural and dynamic team environment that includes technical counterparts, product managers and outside partners.
- Willing to be hands-on in research and developing innovative solutions to improve the organization's data products.
- Strong competencies in attention to detail, problem solving, and time management.
- Strong communication skills with ability to articulate and optimize solution based on the value to the user and the business.
- Ability to assess the value add of an academically sound technical solution vs. a need to release commercial offerings in a timely fashion.

### Languages

Excellent knowledge in English (written and spoken)

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## Desirable qualifications

### Work Experience

- Software development experience, preferably in a non-profit, NGO or UN environment.
- Experience with WordPress or other prevalent CMS.
- A solid understanding of data driven products and the utilization of metadata.
- Strong data management skills and experience with both relational and non-relational databases.

### Languages

Working knowledge of French would be an asset. Working knowledge of another UNESCO language would be an asset (Arabic, Chinese, Russian or Spanish).

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*UNESCO is committed to promoting geographical distribution and gender equality within its Secretariat. Therefore, women candidates are strongly encouraged to apply, as are nationals from non- and under-represented Member States. Persons with disabilities equally are encouraged to apply.*

*Worldwide mobility is required as staff members must be ready to serve in other duty stations in accordance with UNESCO's geographical mobility policy.*

*UNESCO applies a zero tolerance policy against all forms of harassment.*

**UNESCO DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS.**

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### How to apply

To apply, please send your application letter, UNESCO CV (CV Form to be used) and a list of 3 references (name, title, organization, address, telephone, email, including at least one current or former direct supervisor), by email: [uis.recruitment@unesco.org](mailto:uis.recruitment@unesco.org), mentioning FAMILY NAME PA26 DAO (e.g. SMITH PA26 DAO).

Application files will have to reach UNESCO Headquarters before **19 November 2019** midnight (Montreal time)

### Assessment

An assessment exercise may be used in the evaluation of candidates.

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### Benefits and entitlements

UNESCO's salaries are calculated in US dollars. They consist of a basic salary and a post adjustment, which reflects the cost of living in a particular duty station, as well as exchange rates. Other benefits include 30 days annual leave, family allowance, home travel, education grant for dependent children, pension plan and medical insurance. More details can be found on the [ICSC Website](#).

Please note that UNESCO is a no-smoking Organization.

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