



**United Nations High Commissioner Refugees
(UNHCR)**

VACANCY ANNOUNCEMENT

Vacancy Notice No.: 2023/HCR/JUB/093

Date: 06 April 2023

Title of Post:	Technician
Category:	Individual Contract (IC)
Duration:	6 months initially
Duty Station:	1 Representation Office, Juba 1 Sub Office, Jamjang 1 Sub Office, Maban 1 Field Office Yei 1 Field Office, Bor
Date of Entry on Duty:	As soon as possible
Application closing Date:	16 April 2023

Organizational Context

The incumbent is responsible for maintenance, repair, overhaul, and rebuilding of diesel generators and other electrical appliances within the premises of UNHCR. S/he is also expected to apply and ensure adherence to safety programmes related to the safe operation of air-conditioning and refrigeration installations, electrical systems, generating sets or power tools and equipment of the building and maintenance trade.

Duties and Responsibilities

Under the overall supervision of Protection Officer, the incumbent performs the following duties:

- Under the supervision of the Power and Infrastructure officer, a building service assistant (plumber/carpenter) is to install, repair and maintain pipes, valves, fittings, drainage systems, and fixtures in office and residential structures.
- Collaborate with the generator contractors, electricians, and other construction professionals.
- Follow building plans and blueprints.
- Respond to, diagnose, and resolve plumbing emergencies.
- Perform routine inspection of plumbing and drainage systems.

- Light construction, carpentry, painting, plastering, flooring, ceiling, and electrical work as required
- Conduct repair work and installations of doors, windows, drywall, cabinets, stairs, and other fixtures as required.
- Ability to assess the quality of woodwork and materials.
- Ability to operate tools, machines, and other equipment's.
- Perform other related duties as required.

Functional expertise and responsibilities:

- Skilled in the use of hand and power tools used in the trade.
- Effective oral communication and interpersonal skills.
- Ability to complete projects unsupervised and unassisted.
- Attention to detail and ability to perform multiple tasks simultaneously.

Competencies required:

Core Competencies:

Accountability
 Communication
 Organizational Awareness
 Teamwork & Collaboration
 Commitment to Continuous Learning
 Client & Result Orientation

Managerial Competencies:

Not applicable.

Cross-Functional Competencies:

Analytical Thinking
 Technological Awareness

Minimum Qualifications

1-year relevant experience with High School Diploma; or Bachelor or equivalent or higher

Relevant Job Experience

Essential

Experience in support services with exposure to building operations and maintenance.

Desirable

Knowledge of United Nations administrative, human resources and financial rules and procedures. Knowledge of Microsoft Office.

1. **Language:**

Knowledge of English and/or UN working language of the duty station if not English.

Level of responsibilities required:

Level A Level B Level C Level D (tick box as appropriate)

9. Monitoring and Progress Controls (report requirements, periodicity, format, deadlines):

a. The final product (e.g., survey completed, data collected, workshop conducted, research documents produced specify):

b. Delivery Periodicity, as applicable:

Monthly

c. Work on the basis of time employed Yes No

Submission of Applications:

This vacancy is open to qualified South Sudanese nationals and residents with valid South Sudanese work permit. **Female candidates are encouraged to apply.** Late applications will not be considered.

Candidates who wish to be considered for this vacancy notice should submit their hard copy application to UNHCR Representation Office, Juba or any of the UNHCR Office in the field (Att: Admin/HR) and attach updated Personal History Form (P.11) and C. V.

Applicant should clearly indicate the Title of the Position and location. Please remember to submit photocopy/scanned copies of all supporting documents. Documents submitted shall not be returned to the applicants. Due to the volume of applications only short-listed candidates will be invited for interview.