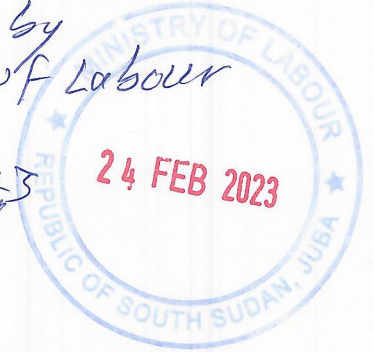


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Approved by
Inspector of Labour
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24/02/2023
NTHW



Vacancy announcement!

Position: **GIS Officer**

Duty station: **Juba, South Sudan with occasional travel to regional offices in of South Sudan**

Reports to: **Information Manager**

Start Date: **As soon as possible**

INSO does not charge fees of any kind at any stage of the recruitment process (i.e., during the application process, interview meeting or training), and will not ask for employee information or bank account details, until a contract has been signed.

Organisational Background

Founded in 2011, the International NGO Safety Organisation (INSO) is an international non-governmental organisation that supports humanitarian aid workers by establishing safety coordination platforms in insecure contexts. INSO provides registered NGOs with a range of free services, including real-time incident tracking, analytical reports, safety-related data and mapping, crisis management support, staff orientations and training.

INSO provides daily support to more than 1,000 NGOs operating in 16 of the world's most insecure countries.

INSO is headquartered in The Hague, Netherlands- the international city of peace and justice.

INSO South Sudan Country Office

INSO South Sudan launched operations in 2018 and currently assists approximately 278 international and national NGO partners. Specifically, the programme provides the NGO community with tailored safety support through three main services: Capacity Building (provision of training to humanitarian workers); Information and Advice (provision of regular context reports, risk assessments and tailored advice on humanitarian access); and Response (support during crisis and critical incident management). We cover all ten states and three administrative areas in South Sudan with a country office in Juba and field offices in Yambio, Wau, Rumbek, Bentiu, Malakal and Bor.

Working with INSO South Sudan offers you the chance to be part of a dynamic and growing program alongside a diverse team.

Job Summary

The GIS Officer (GO) is responsible for conception, preparation and production of appropriate static and web-based maps for INSO's information outputs. The GO Ensures dynamic linkages between GIS data and INSO's Incident Database.

Main Duties and Responsibilities:

- Identify map information needs in collaboration with the Information Management Team
- Identify and access map information sources.
- Identify obstacles related to the collection, analysis and dissemination of spatial information and develop appropriate improvement strategies.

- Produce and maintain high-quality, safety-relevant static- and web-maps.
- Provide GIS-relevant inputs on field missions intended to gather data for INSO outputs, including maps.
- Work closely with the Information Officer to ensure accurate and regularly updated linkages between GIS maps and INSO's Database.
- Collaborate with the information team on the migration and operation of INSO Database system.
- Provide support in the production of any other visuals like graphics, flowcharts, dashboards, mind maps etc.

This list is indicative and not exhaustive. The employee may be required to perform other tasks related to his position and which will be requested by his superiors.

PERSON SPECIFICATION

Knowledge, Skills and Experience

Essential:

- Bachelor's degree in Geographic Information Science (GIS), Information Systems, Computer Sciences, or relevant field.
- Fluency in the English language, both written and verbal.
- 2 years of relevant work experience, preferably with an NGO.
- Excellent skills in QGIS, ArcGIS, and Microsoft Office tools.
- Excellent skills in SQL and JavaScript
- Be systematic, proactive, innovative, self-motivated, and detail oriented.

Nice to Have:

- Be systematic, proactive, innovative, motivated and have attention to detail.
- Excellent analytical skills.
- Working experience with humanitarian organizations, particularly with NGOs.

Personal Attributes

- Ability to identify issues, analyse and participate in the resolution of issues/problems.
- Excellent communication, organizational and managerial skills.
- Demonstrated understanding of humanitarian principles and practices.
- Ability to work effectively and efficiently under minimal supervision.
- Strong work ethic and capacity to take responsibility for his/her own actions.
- Be able to work under strict deadlines.
- Confidentiality, integrity, and a sense of conflict-of-interest prevention.
- Self-motivation, courtesy, and humility.
- Ability to work in multicultural environments.

INSO's Safeguarding Policy

INSO is fully committed to safe recruitment, selection and vetting of all potential new staff, trustees and volunteers and we will ensure rigorous compliance with our Code of Conduct and Safeguarding policy throughout the recruitment process.

How to Apply

Interested applicants are requested to send their applications to, jobs@ssd.ngosafety.org, by **24 March 2023, 16:00 hours** local time. The subject of your email should read, "**INSO GIS Officer**" in the subject line of your email and if you are submitting hardcopy application, the same subject line should be on your sealed envelope. Do not submit two applications at the same time (either via email or hard copy). Your application should include the following:

International NGO Safety Organisation

[Handwritten signature]
 24 Feb. 2023
 Bahme
 INSO SAFETY ORGANISATION
 ANDWIFE FOR HUMANITARIANS



- Cover Letter specifying how you meet the mandatory requirements, your motivation in applying and what you hope to bring to INSO South Sudan (**1-page maximum**).
- Up to date CV (**2 pages maximum**).
- Contact information for 3 referees (preferably, work-related and from previous line managers)

Please, do not send any additional information (such as certificates, copies of diplomas, other writing samples, etc.) and keep the total size of your application under 1MB.

Alternatively, applications in hardcopy can be submitted in a sealed envelope to our Juba office at Thongpiny, off Airport Road, near Kilimanjaro Apartments, Plot No.479 Block 3k-South, clearly indicating "**INSO GIS Officer**" on the envelope.

Only candidates that strictly follow the instructions above will be considered. Only shortlisted candidates will be contacted. We encourage all qualified candidates to apply, irrespective gender. INSO as an Equal Opportunity Employer.

Please no unsolicited emails or phone calls.



24 Feb. 2023



On behalf of International NGO Safety Organisation (INSO)
Fabrice Lunda
Operations Manager