



## DESCRIPTION OF ASSIGNMENT

<b>Assignment title:</b>	Programme Coordination Assistant (Migration & Climate Change)
<b>UN Host Entity:</b>	International Organization for Migration (IOM)
<b>Country of assignment:</b>	Fiji
<b>Duty station:</b>	Suva
<b>Family / non-family duty station:</b>	Family Duty Station
<b>Volunteer category:</b>	International UN University Volunteer
<b>Duration:</b>	6 months
<b>Possibility of extension:</b>	No
<b>Expected starting date:</b>	August 2025
<b>Sustainable Development Goal:</b>	13. Climate Action

### Organization mission and objectives

The International Organization for Migration (IOM) Office in Fiji seeks to enhance climate resilience and durable solutions, facilitate regular pathways and support migration governance in the Blue Pacific. Fiji became an IOM member state in 2013, and IOM and the Government of Fiji signed their Cooperation Agreement in 2015. IOM established an office in Suva, Fiji in 2017. Since 2024, IOM Fiji holds the role of Country Office with Coordination Function for Cook Islands, Fiji, Niue, Samoa, Solomon Islands, Tonga, Tokelau, Tuvalu, Vanuatu.

### Assignment context

IOM is the leading agency for a joint regional programme to enhance protection and empowerment of migrants and communities affected by climate change and disasters in the Pacific region. The Pacific Climate Change Migration and Human Security (PCCMHS) programme Phase II builds upon the outcomes of Phase I, implemented from 2019-2022, while drawing on its lessons learned and experiences to address some of the related challenges to climate mobility in the Pacific. Phase II of the programme contributes to strengthened resilience and adaptive capacity of Pacific Islanders in the context of climate change and disasters, ensuring that migration and

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relocation remains a choice, and displacement is averted, minimized and addressed.

### **Task description**

Under the direct supervision of Programme Officer Migration and Climate Change, (COCF) in Suva, Fiji, the UN Volunteer will support the PCCMHS programme by undertaking the following tasks:

- Assist the Programme Officer in the implementation of the PCCMHS programme
- Support the coordination with external stakeholders such as other UN agencies, governments, academic institutions, NGOs, private sectors and thematic working groups, as well as with IOM internally;
- Support in organizing, drafting content and facilitating capacity development activities, workshops and relevant events;
- Provide assistance in data collection and analysis;
- Assist in drafting official and unofficial correspondence, publications and presentation materials in English;
- Render support to programme visibility and dissemination when necessary;
- Take notes at relevant programme events, summarize information and provide it to the project team;
- Provide general administrative support to the Programme Officer in absence of other colleagues in the Unit;
- Perform such other related duties as may be assigned.

### **Requirements**

**Required education level:** Secondary Education, currently studying towards a degree in Environmental Policy, Environmental Management, Climate Change, International Relations, Sustainable Development or a related field.

**Minimum experience:** 1 month

**Minimum relevant experience:** 0 years

### **Skills and experience description**

Demonstrated interest in:

- Climate Change
- Migration, Displacement
- Pacific region
- Partnership and Coordination

Skills in:

- Interpersonal and communication skills
- Knowledge of Microsoft Word, Excel, internet, Outlook Teams

### Area(s) of expertise

<input type="checkbox"/> Administration	<input type="checkbox"/> Health
<input type="checkbox"/> Agriculture	<input type="checkbox"/> Human resources
<input type="checkbox"/> Architecture and settlements	<input type="checkbox"/> Information technology
<input type="checkbox"/> Arts and design	<input type="checkbox"/> Legal affairs
<input type="checkbox"/> Business management	<input type="checkbox"/> Logistics and inventory
<input type="checkbox"/> Communication	<input type="checkbox"/> Manual labour and skilled trades
<input checked="" type="checkbox"/> Community development	<input checked="" type="checkbox"/> Natural and life sciences
<input checked="" type="checkbox"/> Crisis and emergency response	<input type="checkbox"/> Procurement and contracting
<input checked="" type="checkbox"/> Development programmes	<input type="checkbox"/> Product safety
<input type="checkbox"/> Economics and finance	<input type="checkbox"/> Security and protection
<input type="checkbox"/> Education	<input type="checkbox"/> Social work
<input type="checkbox"/> Elections and governance	<input type="checkbox"/> Translation and interpretation
<input checked="" type="checkbox"/> Energy and environment	<input type="checkbox"/> Transport
<input type="checkbox"/> Engineering and construction	<input type="checkbox"/> Volunteer management
<input type="checkbox"/> Facility management	

### Language skills

English:

- working knowledge ☐ fluent ☒
- mandatory ☐ desired ☐

- working knowledge ☐ fluent ☐
- mandatory ☐ desired ☐

### **Competencies and Values**

- ☒ Accountability
- ☒ Adaptability and Flexibility
- ☒ Building Trust
- ☒ Client Orientation
- ☒ Commitment and Motivation
- ☒ Commitment to Continuous Learning
- ☒ Communication
- ☒ Creativity
- ☐ Empowering Others
- ☒ Ethics and Values
- ☒ Integrity
- ☐ Judgement and Decision-making
- ☒ Knowledge Sharing
- ☐ Leadership
- ☐ Managing Performance
- ☐ Planning and Organizing
- ☒ Professionalism
- ☒ Respect for Diversity
- ☐ Self-Management
- ☒ Technological Awareness
- ☐ Vision
- ☒ Working in Teams

### **Living conditions**

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Fiji, one of the larger countries of the South Pacific region, has a relatively high level of human development. Its multi-ethnic population, which numbers approximately 800,000, is growing slowly due to a moderately low level of fertility and a high level of emigration. The economy rests primarily on sugar production and tourism but is becoming more diverse, with manufacturing now an important sector of employment. Fiji comprises of approximately 330 islands, about one - third are inhabited. It covers about 1.3 million square kilometers of the South Pacific Ocean. The two major islands are Viti Levu and Vanua Levu. The capital city is Suva and is located on the South Eastern side of the main island of Viti Levu. After nearly a century as British colony, Fiji became independent in 1970. Today Fiji has one of the most developed economies of the Pacific islands. English is spoken fluently and it is the common language of communication although the native indigenous Fijian language is spoken by many as is the Hindi language. Fiji enjoys year round tropical temperatures of between 25-29 degrees making it the perfect location for sun-lovers. The unit of currency is Fiji Dollar.

Name of hiring manager: Angela Saunders

Title, department: Migration and Climate Change (Programme Officer)

Name of supervisor: Angela Saunders

Title, department: Migration and Climate Change (Programme Officer)

## 联合国志愿者任务描述

1. 任务名称: 计划协调助理 (移民与气候变化)
2. 服务机构: 国际移民组织 (IOM)
3. 服务地点 (国家、城市): 斐济, 苏瓦
4. 携眷/非携眷工作地点: Family Duty Station携眷工作地点
5. 志愿者类型: 联合国国际大学生志愿者
6. 任务时长: 6 个月
7. 合同延期可能性\*: 无
8. 预计服务开始日期: 2025 年 8 月
9. 关联的可持续发展目标: 13. 气候行动

### 10. 机构使命和目标:

国际移民组织 (IOM) 斐济办事处旨在加强气候适应能力和持久解决方案, 为日常相关工作提供便利, 并支持蓝太平洋地区的移民治理。斐济于 2013 年成为国际移民组织成员国, 国际移民组织与斐济政府于 2015 年签署了合作协议。2017 年, 国际移民组织在斐济苏瓦设立了办事处。自 2024 年起, 国际移民组织斐济办事处负责库克群岛、斐济、纽埃、萨摩亚、所罗门群岛、汤加、托克劳、图瓦卢和瓦努阿图的协调工作。

### 11. 任务背景

国际移民组织是一个联合区域方案的牵头机构, 该方案旨在加强对太平洋地区受气候变化和灾害影响的移民和社区的保护并增强其管理。太平洋气候变化移民和人类安全 (PCMHS) 方案第二阶段以 2019-2022 年实施的第一阶段成果为基础, 同时借鉴其经验教训, 应对太平洋地区气候流动性的一些相关挑战。该计划第二阶段有助于加强太平洋岛民在气候变化和灾害背景下的抵御能力和适应能力, 确保迁徙和搬迁的顺利进行, 避免、尽量减少和解决流离失所问题。

### 12. 任务描述:

在斐济苏瓦的移民和气候变化项目官员 (COCF) 的直接领导下, 联合国志愿者将通过执行以下任务支持 PCCMHS 项目:

- 协助项目官员完成 PCCMHS 项目
- 支持与其他联合国机构、政府、学术机构、非政府组织、私营部门和专题工作组等外部利益攸关方以及国际移民组织内部的协调;
- 支持组织、起草内容, 促进能力发展活动、工作坊和相关活动;
- 协助收集和分析数据;
- 协助起草英文正式和非正式信函、出版物和介绍材料;

- 必要时为计划的宣传和传播提供支持；
- 在相关项目活动中做纪要，总结信息并提供给项目小组；
- 在其他同事不在时，为项目官员提供一般行政支持；
- 履行可能分配的其他相关职责。

### 13. 任职资格/要求:

学历要求: **中等教育，目前正在攻读环境政策、环境管理、气候变化、国际关系、可持续发展或相关专业的学位。**

最低工作经验要求: 1 个月

最低相关工作经验要求: 0 年

技能和经验:

对以下方面有兴趣:

- 气候变化
- 移民、流离失所
- 太平洋地区
- 伙伴关系与协调

技能:

- 人际交往和沟通技能
- Microsoft Word、Excel、互联网、Outlook 团队知识

专业领域:

<input type="checkbox"/> Administration  <input type="checkbox"/> Agriculture  <input type="checkbox"/> Architecture and settlements  <input type="checkbox"/> Arts and design	<input type="checkbox"/> Health  <input type="checkbox"/> Human resources  <input type="checkbox"/> 信息技术  <input type="checkbox"/> 法律事务  <input type="checkbox"/> Logistics and inventory
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<input type="checkbox"/> Business management  <input type="checkbox"/> 沟通  <input checked="" type="checkbox"/> 社区发展  <input checked="" type="checkbox"/> 危机和紧急情况应对  <input checked="" type="checkbox"/> 发展项目  <input type="checkbox"/> 经济和金融  <input type="checkbox"/> Education  <input type="checkbox"/> Elections and governance  <input checked="" type="checkbox"/> 能源和环境  <input type="checkbox"/> Engineering and construction  <input type="checkbox"/> Facility management	<input type="checkbox"/> Manual labour and skilled trades  <input checked="" type="checkbox"/> 自然和生命科学  <input type="checkbox"/> Procurement and contracting  <input type="checkbox"/> Product safety  <input type="checkbox"/> Security and protection  <input type="checkbox"/> Social work  <input type="checkbox"/> Translation and interpretation  <input type="checkbox"/> Transport  <input type="checkbox"/> Volunteer management
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b) 语言要求  
英文流利

c) 核心能力与价值观要求:

- ☒ 责任感
- ☒ 适应性和灵活性
- ☒ 建立信任
- ☒ 客户导向
- ☒ 承诺和动力
- ☒ 致力于不断学习
- ☒ 沟通
- ☒ 创造性
- ☐ 赋权他人
- ☒ 道德和价值观
- ☒ 正直诚恳



- ☐ 判断和决策
- ☒ 知识共享
- ☐ 领导力
- ☐ 绩效管理
- ☐ 规划与组织
- ☒ 专业精神
- ☒ 尊重多样性
- ☐ 自我管理
- ☒ 技术意识
- ☐ 愿景
- ☒ 团队合作

#### 14. 生活条件:

斐济是南太平洋地区较大的国家之一，人类发展水平相对较高。斐济的多民族人口约有 80 万，由于生育率较低和移民人数较多，人口增长缓慢。斐济的经济主要依靠蔗糖生产和旅游业，但正变得更加多样化，制造业现已成为重要的就业部门。斐济由大约 330 个岛屿组成，其中约三分之一有人居住。斐济位于南太平洋，面积约 130 万平方公里。两个主要岛屿是维提岛和瓦努阿莱武岛。首都苏瓦位于维提岛的东南侧。作为英国殖民地近一个世纪后，斐济于 1970 年独立。如今，斐济是太平洋岛屿中经济最发达的国家之一。斐济人讲流利的英语，这也是通用的交流语言，但也有许多人讲斐济本地土著语言和印地语。斐济全年的热带气温在 25-29 度之间，是阳光爱好者的理想去处。货币单位为斐济元。

招聘经理: Angela Saunders

职位, 部门: Migration and Climate Change (Programme Officer)

主管: Angela Saunders

职位, 部门: Migration and Climate Change (Programme Officer)



## DESCRIPTION OF ASSIGNMENT

<b>Assignment title:</b>	Emergency needs assessment analyst
<b>UN Host Entity:</b>	The Food and Agriculture Organization (FAO)
<b>Country of assignment:</b>	Colombia
<b>Duty station:</b>	Bogota (A)
<b>Family / non-family duty station:</b>	Family Duty Station
<b>Volunteer category:</b>	International UN University Volunteer
<b>Duration:</b>	6 months
<b>Possibility of extension:</b>	No
<b>Expected starting date:</b>	August 2025
<b>Sustainable Development Goal:</b>	2. Zero Hunger

### Organization mission and objectives

The Food and Agriculture Organization (FAO) is a specialized agency of the United Nations that leads international efforts to defeat hunger.

Our goal is to achieve food security for all and make sure that people have regular access to enough high-quality food to lead active, healthy lives. With 195 members - 194 countries and the European Union, FAO works in over 130 countries worldwide.

FAO has a unique role to play in preventing and addressing acute hunger and supporting countries experiencing food crises to return to a path of growth and prosperity, given the Organization's mandate to end hunger, long-standing permanent country presence, and substantial expertise and experience in both humanitarian and development contexts. Livelihoods are rural people's greatest defence against hunger and malnutrition. Crises undermine rural livelihoods and erode people's capacity to cope with the next shock. In humanitarian contexts, FAO brings wide-ranging technical expertise and operational experience to the fore to safeguard livelihoods and enable crisis-hit and at-risk people to access and start producing food as quickly as possible.

## Assignment context

The Risk Management and Livelihood Rehabilitation area of FAO in Colombia oversees providing technical cooperation for the strengthening of Public Policies and Governance of Risk Management and adaptation to climate change in the agricultural sector. It supports the preparedness, response and resilient recovery of agri-food livelihoods to disasters and crises, in multi-hazard scenarios, with innovative approaches and the use of technologies.

As part of the exercises carried out by the Risk Management and Livelihood Rehabilitation Area, the DIEM (Data in Emergencies) project is being developed, which analyses and disseminates data on crises and livelihoods in countries prone to multiple crises. The aim of DIEM is to inform decision-making by providing regularly updated information on how different crises affect the livelihoods and food security of farming populations.

Under the overall supervision of the FAO Representative in Colombia, the National Programme Officer and the direct supervision of the Senior Risk Management and Livelihood Rehabilitation Specialist and the DIEM Project Technical Focal Point, the Emergency Needs Assessment Intern will have the following responsibilities:

## Task description

Under the overall supervision the FAO Representative in Colombia, the National Programme Officer and the direct supervision of the Senior Risk Management and Livelihood Rehabilitation Specialist Technical Focal Point. The UN Volunteer will undertake the following tasks:

- Support the actions developed by the Risk Management and Livelihood Rehabilitation area, and/or the projects that require support.
- Support tasks of collection, analysis and construction of information as required by the area of representation and/or its projects.
- Contribute to organize, filter, systematize and analyse information related to the processes carried out by the Risk Management and Rehabilitation of Livelihoods area and/or the assigned projects.
- Assists development of databases.
- Support stakeholder mapping.
- Assist in data collection for monitoring processes or need assessments.
- Contributes to systematize experiences and processes.
- Support reporting.
- Support the preparation of minutes.
- Support the reporting of activities of humanitarian monitoring systems.
- Carry out its activities, in accordance with the parameters and guidelines established by FAO.
- Support tasks for the projects designated by the

Senior Specialist consistent with their undergraduate preparation

- Support other work that is required by the Senior Specialist related to the nature of the position.

## **Requirements**

**Required education level:** Secondary Education, currently studying towards a degree in: sociology (Social sciences, social work, ethnology, etc), engineering and science, environment, energy, climate change, ecological and environmental resource protection, information technology (computer science, communication engineering, electronic information, ai, etc.), food science (including food science and engineering), public health, plant or animal production, marine science, or biology.

**Minimum experience:** 1 month

**Minimum relevant experience:** 0 years

## **Skills and experience description**

Demonstrated interest in:

- Humanitarian action
- Data analysis
- Rural development

Skills in:

- Ability to write texts and documents. Desirable with experience with writing academic documents.
- Preparation and management of databases.
- Analytical capacity.
- Good working relations with personnel and entities of the State, as well as understanding of the nature of the Public Servant.
- Ability to work in a team, good interpersonal relationships and assertive communication skills.
- Excellent knowledge in the handling of the office package. Knowledge of using Power BI or Tableau is desirable.
- Management of statistical software such as SPSS, R or Stata.
- Leadership, initiative, creativity, responsibility and flexibility.
- Ability to always act with extreme discretion regarding United Nations documents, information and materials.

## **Area(s) of expertise**

<input type="checkbox"/> Administration  <input type="checkbox"/> Agriculture  <input type="checkbox"/> Architecture and settlements  <input type="checkbox"/> Arts and design  <input type="checkbox"/> Business management  <input type="checkbox"/> Communication  <input type="checkbox"/> Community development  <input type="checkbox"/> Crisis and emergency response  <input type="checkbox"/> Development programmes  <input type="checkbox"/> Economics and finance  <input type="checkbox"/> Education  <input type="checkbox"/> Elections and governance  <input type="checkbox"/> Energy and environment  <input type="checkbox"/> Engineering and construction  <input type="checkbox"/> Facility management	<input type="checkbox"/> Health  <input type="checkbox"/> Human resources  <input checked="" type="checkbox"/> Information technology  <input type="checkbox"/> Legal affairs  <input type="checkbox"/> Logistics and inventory  <input type="checkbox"/> Manual labour and skilled trades  <input type="checkbox"/> Natural and life sciences  <input type="checkbox"/> Procurement and contracting  <input type="checkbox"/> Product safety  <input type="checkbox"/> Security and protection  <input type="checkbox"/> Social work  <input type="checkbox"/> Translation and interpretation  <input type="checkbox"/> Transport  <input type="checkbox"/> Volunteer management
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## Language skills

English:

- working knowledge ☐ fluent ☒
- mandatory ☐ desired ☒

Spanish:

- working knowledge ☐ fluent ☒
- mandatory ☒ desired ☐

## Competencies and Values

- ☒ Accountability
- ☒ Adaptability and Flexibility
- ☒ Building Trust
- ☐ Client Orientation
- ☒ Commitment and Motivation
- ☒ Commitment to Continuous Learning
- ☒ Communication
- ☒ Creativity
- ☐ Empowering Others
- ☒ Ethics and Values
- ☒ Integrity
- ☒ Judgement and Decision-making
- ☒ Knowledge Sharing
- ☒ Leadership
- ☒ Managing Performance
- ☒ Planning and Organizing
- ☒ Professionalism
- ☒ Respect for Diversity
- ☒ Self-Management
- ☒ Technological Awareness
- ☒ Vision
- ☒ Working in Teams

## Living conditions

As Colombia's capital and most populous city, Bogotá offers a dynamic urban environment with comprehensive infrastructure and services. The city maintains well-developed transportation networks, including the TransMilenio system and expanding cycling routes, alongside reputable higher education institutions and quality healthcare facilities. Recent urban development initiatives have progressively improved

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housing conditions and public services across various districts. While socioeconomic disparities exist, as seen in many major metropolitan areas, ongoing public and private sector efforts continue to address these through inclusive policies and infrastructure investments. The city's high-altitude location provides a temperate climate, and its cultural diversity contributes to a vibrant social and economic landscape, positioning Bogotá as a growing hub for business and innovation in the region.

**Name of hiring manager: Agustin Zimmermann**

**Title, department: Representative FAO Colombia**

**Name of supervisor: Maria Consuelo Vergara Holguín**

**Title, department: Risk management and livelihood rehabilitation area FAO Colombia**



## 联合国志愿者任务描述

1.任务名称:	紧急需求评估分析师
2.服务的联合国机构:	联合国粮食及农业组织 (FAO)
3.任务国家:	哥伦比亚
4.服务地点:	波哥大 (A 级)
5.携眷/非携眷工作地点:	携眷工作地点
6.志愿者类别:	联合国国际大学生志愿者
7.任务时长:	6 个月
8.合同延期可能性:	无
9.预计服务开始日期:	2025年8月
10.关联的可持续发展目标:	2. 零饥饿

### 组织使命与目标

联合国粮食及农业组织 (FAO) 是联合国的一个专门机构, 负责领导国际社会努力消除饥饿。

我们的目标是实现全球范围内的粮食安全, 确保人们能够定期获得足够高质量的食物, 维持积极健康的生活。FAO 拥有195个成员国, 包括194个国家和欧盟, 其工作遍及全球130多个国家。

在预防和应对严重饥饿问题, 以及支持遭遇粮食危机的国家重建、发展方面, FAO 发挥着独特作用。作为一个以消除饥饿为使命的组织, FAO 长期活跃于人道主义与发展领域, 拥有丰富的专业知识和经验, 致力于协助各国应对危机。农民赖以谋生的经济活动是他们抵御饥饿和营养不良的最重要保障。然而, 危机往往会破坏这些生计, 削弱人们应对未来冲击的能力。面对人道主义挑战, FAO 依托其广泛的技术专长和丰富的实践经验, 努力保护农村生计, 帮助受灾和高风险人群尽早恢复粮食生产, 保障基本生活。

### 任务背景

在哥伦比亚, FAO 的风险管理与生计恢复部门负责提供技术合作, 旨在提升农业部门公共政策和治理体系在风险管理和气候变化适应方面的能力。该部门通过运用创

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新的方法和技术，支持农业及食品相关生计在多灾种背景下的预防、应对及韧性恢复。

作为该部门工作的一部分，目前正在实施“紧急情况中的数据”（DIEM）项目。该项目致力于分析和传播易受多重危机影响国家的相关危机和生计数据，定期发布信息，阐明各类危机对农业人口生计和粮食安全的影响，从而为政策制定提供数据支持。

紧急需求评估实习生将在 FAO 驻哥伦比亚代表的总体指导下，在国家项目官员的直接管理下，并在高级风险管理与生计恢复专家及 DIEM 项目技术负责人密切监督下，承担以下职责：

## 任务描述

紧急需求评估实习生将在 FAO 驻哥伦比亚代表的总体指导下，在国家项目官员的直接管理下，并在高级风险管理与生计恢复专家及 DIEM 项目技术负责人密切监督下，承担以下职责：

- 支持风险管理与生计恢复领域开展的相关工作，及/或为需要支持的项目提供协助。
- 协助开展信息的收集、分析和整理工作，以满足代表处及相关项目的需求。
- 协助整理、筛选、系统化并分析与风险管理和生计恢复领域及/或所负责项目相关的信息。
- 协助数据库的开发与维护。
- 协助开展利益相关方的关系图谱绘制工作。
- 协助收集用于监测流程或需求评估的数据。
- 协助系统梳理已有经验和项目流程。
- 协助撰写各类报告。
- 协助整理会议纪要。
- 协助撰写与人道主义监测系统相关的活动报告。
- 所有工作应符合 FAO 制定的相关政策和指导原则。
- 根据高级专家的安排，支持与自身本科学术背景相关的项目任务。
- 协助完成高级专家指派的其他与职位职责相关的工作。

## 任职要求

T. +49 (0) 228-815 2000  
F. +49 (0) 228-815 2001

A. Platz der Vereinten Nationen 1, 53113 Bonn, Germany  
W. [www.unv.org](http://www.unv.org)

*We are inspiration in action*

**教育水平：** 中学毕业，目前正在攻读以下学位：社会学（社会科学、社会工作、民族学等）、工程学和科学、环境、能源、气候变化、生态和环境保护、信息技术（计算机科学、通信工程、电子信息、人工智能等）、食品科学（包括食品科学与工程）、公共卫生、植物或动物生产、海洋科学或生物学。

**最低工作经验要求：** 1 个月

**最低相关工作经验要求：** 0 年

## 技能和经验描述

对以下方面具有明确兴趣：

- 人道主义行动
- 数据分析
- 农村发展

具备以下技能：

- 具备文本和文件撰写能力，有学术文件撰写经验者优先。
- 能够协助数据库的准备和管理工作。
- 具备基本的分析能力。
- 能与国家机构和工作人员保持良好工作关系，并理解公务系统的基本性质。
- 具备团队合作能力，良好的人际关系和自信的沟通技巧。
- 熟练使用办公软件，熟悉 Power BI 或 Tableau 者优先。
- 能够使用统计软件，如 SPSS、R 或 Stata。
- 具备领导力、主动性、创造力、责任心和灵活性。
- 能够始终以高度谨慎的态度处理联合国文件、信息和材料。

## 专业领域

<input type="checkbox"/> 行政管理	<input type="checkbox"/> 健康
<input type="checkbox"/> 农业	<input type="checkbox"/> 人力资源
<input type="checkbox"/> 建筑与规划	<input checked="" type="checkbox"/> 信息技术
<input type="checkbox"/> 艺术与设计	<input type="checkbox"/> 法律事务
<input type="checkbox"/> 商业管理	<input type="checkbox"/> 物流与库存
<input type="checkbox"/> 传播	<input type="checkbox"/> 体力劳动与技术工种
<input type="checkbox"/> 社区发展	<input type="checkbox"/> 自然与生命科学
<input type="checkbox"/> 危机与紧急响应	<input type="checkbox"/> 采购与合同
<input type="checkbox"/> 发展项目	<input type="checkbox"/> 产品安全
<input type="checkbox"/> 经济与金融	<input type="checkbox"/> 安全与保护
<input type="checkbox"/> 教育	<input type="checkbox"/> 社会工作
<input type="checkbox"/> 选举与治理	<input type="checkbox"/> 笔译与口译
<input type="checkbox"/> 能源与环境	<input type="checkbox"/> 交通
<input type="checkbox"/> 工程与建筑	<input type="checkbox"/> 志愿者管理
<input type="checkbox"/> 设施管理	

## 语言技能

英语:

- 工作水平 ☐ 流利 ☒
- 必须 ☐ 希望 ☒

西班牙语:

- 工作水平 ☐ 流利 ☒
- 必须 ☒ 希望 ☐

## 核心能力与价值观

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- ☒ 责任感
- ☒ 适应性和灵活性
- ☒ 建立信任
- ☐ 客户导向
- ☒ 信守承诺并具有自驱力
- ☒ 持续学习的能力
- ☒ 沟通能力
- ☒ 创造力
- ☐ 赋能他人
- ☒ 道德和价值观
- ☒ 正直
- ☒ 判断和决策能力
- ☒ 知识共享能力
- ☒ 领导力
- ☒ 管理绩效能力
- ☒ 规划和组织能力
- ☒ 专业精神
- ☒ 尊重多样性
- ☒ 自我管理能力
- ☒ 技术洞察力
- ☒ 具有远见
- ☒ 团队合作

## **生活条件**

波哥大是哥伦比亚的首都和人口最多的城市，这里城市环境充满活力，基础设施完善，各类服务齐全。城市交通网络发达，拥有便捷的 **TransMilenio** 快速公交系统和不断扩大的自行车道网络。此外，波哥大还拥有声誉良好的高等教育机构和优质的医疗设施。近年来，通过一系列城市发展计划，各个地区的住房条件和公共服务得到了逐步改善。尽管波哥大也存在社会经济差异，但公共和私营部门一直在通过



包容性政策和基础设施投资努力解决这些问题。波哥大地处高海拔，气候温和宜人，同时，其丰富的文化多样性为城市营造了充满活力的社会和经济环境，使其成为该地区商业和创新的新兴中心。

**招聘经理姓名： Agustin Zimmermann**

**部门及职位： 联合国粮农组织驻哥伦比亚代表**

**主管姓名： Maria Consuelo Vergara Holguín**

**部门及职位： 联合国粮农组织哥伦比亚风险管理和生计恢复部门**