Associate Information Network Officer, P-2/FS-5  (Multiple)

DEADLINE FOR APPLICATIONS:  30 July 2009
DATE OF ISSUANCE:  01 June 2009
ORGANIZATIONAL UNIT:  International Criminal Tribunal for Rwanda
DUTY STATION:  Arusha

The appointment is limited to ICTR. Extension of appointment is subject to extension of the mandate and/or the availability of the funds. As the international tribunals are not integrated in the Secretariat, UN staff Members serve on assignment or secondment from their parent department/office if selected.

Remuneration

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

Responsibilities
Under the direct supervision of the Chief, Electronic Data Processing Unit (EDP), the Associate Information Network Officer will be responsible for the following duties:

1. Supervises, designs, develops, provides support and subsequently implementing LAN/WAN and networking technologies for ICTR clients i.e. the integrity of campus infrastructure;

2. Manages the administration of all network resources including installation and configuration of LAN/WAN equipment and software, including:
   o Installation and upgrading of network software;
   o Troubleshooting network problems;
   o Evaluation and monitoring of network performance;
   o Planning and scheduling of server backups;
   o Maintenance of user profiles;
   o Maintenance of multi-user profiles

3. Identifies networking needs and requirements, plans and coordinates the delivery of high quality network services by:
   o Assigning IP sub-nets, addresses and host names, maintaining DNS;
   o Setting up and configuring routers, switches and firewalls;
   o Reconfigures/upgrades servers and networks to cater to user needs;
   o Ensuring network 24/7 availability;

4. Administers and operates enterprise security systems including:
   o Network and host intrusion detection systems;
   o Anti-virus protection systems and scanning and remediation tools;
   o Security compliance and audit log management systems;

5. Assumes the Window Server Update Services (WSUS) administration responsibilities, and ensures enterprise resources remain current with latest Microsoft updates;

6. Keeps abreast of latest developments and trends in the networking field and evaluating their application to the ICTR;

7. Provides technical expertise on IT matters related to the ICTR environment;

8. Actively participates in the development of the overall IT strategy of the ICTR

9. Performs other duties ad hoc duties as required.

Competencies

Professionalism: - Knowledge of Link Aggregation and configuring Ethernet VLANs; solid knowledge of configuring and managing TCP/IP, routers, hubs, switches, communication devices, and network monitoring and management tools; depth knowledge of electronic security, including firewall and intrusion prevention and detection technologies; knowledge of internetworking and Internet connectivity is required and strong background in Windows 2000/2003 systems administration, data security, email administration. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results.

Communication: Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; ability to write technical documentation; effectively train/advise users on systems applications, etc.

Teamwork: Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others’ ideas and expertise; is willing to learn from others; ability to establish and maintain effective working relations in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.

Planning& Organizing: Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

Client Orientation: Considers all those to whom services are provided to be “clients” and seeks to see things from clients’ point of
view; establishes and maintains productive partnerships with clients by gaining their trust and respect; identifies clients’ needs and matches them to appropriate solutions; keeps clients informed of progress or setbacks in projects; meets timeline for delivery of products or services to client.

**Commitment to Continuous Learning:** Keeps abreast of new developments in own occupation/profession; actively seeks to develop oneself professionally and personally contributes to the learning of colleagues and subordinates; show willingness to learn from others; seeks feedback to learn and improve.

**QUALIFICATIONS**

**Education:** Advanced university degree (Master’s degree or equivalent) in computer science, information systems, mathematics, statistics or related field with training in networks (WAN and LAN), routing and data communication. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree.

**Work Experience:** A minimum of two years of progressively responsible experience in LAN/WAN design, implementation and management; experience in developing network design through implementation, including Cisco IOS, PIX, ASA; experience in the configuration of the VPN, NAT and Routing Protocols; experience in the configuration and maintenance of Cisco PIX firewalls/routers; experience in the operation, administration and use of enterprise security systems including network and host intrusion detection, and experience in installing and managing VMWare ESX servers in an enterprise environment including hands on with VMWare cluster, VMWare Virtual Center and VMWare Capacity planner. Experience in implementing and integrating virtualization solutions and proven experience in deploying VOIP systems using CISCO technology is desirable.

**Languages:** English and French are the working Languages of the International Criminal Tribunal for Rwanda (ICTR). For the post advertised, fluency in oral and written English is required. Knowledge of French is desirable.

**Other Skills:** Hands on experience in configuring Windows 2000/2003 Servers and administering services; demonstrated ability to work independently and troubleshoot problems with speed and efficiency required; Lotus Domino administration and Unix/Linux experience is desirable.

Staff members are subject to the authority of the Secretary-General and to assignment by him or her. In this context, all staff are expected to move periodically to new functions in their careers in accordance with established rules and procedures. The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. (Charter of the United Nations - Chapter 3, article 8).

English and French are the working languages of the United Nations Secretariat. The International Criminal Tribunal for Rwanda (ICTR) is a non-smoking environment.

**APPLICATIONS RECEIVED AFTER THE DEADLINE WILL NOT BE ACCEPTED.**

**How to apply**

Please send your application to the address, email or fax number indicated below before the deadline.

International Criminal Tribunal of Rwanda

Chief of Human Resources and Planning Section, ICTR P.O. Box 6016. Arusha, Tanzania

Fax: 255-212-963-2848, 1-27-250 4000, 255-27-250 4373, E-mail: ictr_Personnel@un.org,

Applications must be submitted using the United Nations Personal History form (P-11). [Click here to download P-11 form].

The applications should indicate the vacancy announcement number on the application and on the envelope, email or fax. Applicants may wish to retain copies of their completed P-11 form for use for future applications.

Due to the volume of applications received, receipt of offline paper applications cannot be acknowledged individually.

UN staff members must attach copies of their last two Performance Appraisal System evaluations to their applications.