



International Organization for Migration (IOM)
The UN Migration Agency

SPECIAL VACANCY NOTICE IOM/JUBA/SVN2018/34

Open to Internal and External Candidates

Position Title : **Radio Operator (1)**
Duty Station : **Juba, South Sudan**
Classification : **General Service Staff , Grade G3**
Type of Appointment : **Special Short Term, 6months with a possibility of an extension**
Estimated Start Date : **As soon as possible**
Closing Date : **November, 09 2018**

Established in 1951, IOM is a Related Organization of the United Nations, and as the leading UN agency in the field of migration, works closely with governmental, intergovernmental and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

IOM is committed to a diverse and inclusive environment. Internal and external candidates are eligible to apply to this vacancy. For the purpose of the vacancy, internal candidates are considered as first-tier candidates.

Scope and Context;

Under the overall supervision of the Chief of Mission and direct supervision of the Security Officer, the incumbent is accountable for the implementation and monitoring of 10M radio communication activities in Juba. Specific Functions and Duties:

1. Maintain radio contact with all 10M radio users, station and vehicle operating on organization radio network(s) under their area of responsibility.
2. Monitor the operations of radio networks by transmitting, receiving and processing of radio/data traffic to/from other stations within the network as directed by FSA/FSO.
3. Conduct minor maintenance and repair works on communications equipment, specifically VHF and HF radios. And ensure radio equipment are functioning well
4. Ensure proper use of radio procedures and discipline in the radio networks is

- followed and maintain strict confidentiality of all relevant messages, send and received through radio communication systems.
5. Monitor all 10M and UN channels for emergency communication and immediately relay message to relevant staff
 6. In case of an Emergency immediately inform the security officer and COM
 7. Ensure all organization network users are complying with Standard radio Procedures, call signs and radio discipline is strictly maintained.
 8. 8. Immediately advises the ICT officers/Security Officer of faults in the telecommunication networks and undertakes all necessary action to provide a prompt re-establishment of service.
 9. Assist the ICT officer in the installation and arrangement of equipment and fixtures where needed.
 10. 10. Contact daily with Security officer, to confirm any changes in staff movement within.
 11. Their area of responsibility prior to staff radio checks being conducted.
 12. Track on radio all 10M convoy/vehicles movement and log essential data of convoy in a log sheet
 13. 12. Maintain on day-to-day basis inventory records of radio/communication equipment and Supplies to the organization
 14. . Conduct a complete and informative handover to incoming shift radio operator before departing the radio Room
 15. 14. Perform any other related tasks as may be assigned

Desired qualifications:

(Education and experience)

- College Diploma in Telecommunication or related field of study and combination of relevant training.
- University Degree in the aforementioned field of study with one year of professional experience

Experience;

- three (3) years of professional experience
- Operational and field experience in telephone and radio administration
- Similar experience with international organizations is a plus.
- Computer literacy is necessary.

Required Competencies;

Behavioral;

- Accountability-takes responsibility for action and manages constructive criticisms
- Client Orientation -works effectively well with client and stakeholders
- Continuous Learning -promotes continuous learning for self and others
- Communication – Listens effectively and communicates clearly, adapting delivery to the audience
- Creativity and Initiative- Proactively develops new ways to resolve problems
- Leadership and Negotiation – Presents goals as shared interests

- Performance Management-Provides constructive feedback to colleagues
- Planning and Organizing - Identifies priority activities and assignments for self and others
- Professionalism - displays mastery of subject matter; Anticipates and prepares adequate responses to matters affecting staff safety/security
- Teamwork - contributes to a collegial team environment; incorporates gender related needs, perspectives, concerns and promotes equal gender participation.
- Technological Awareness - Proactively identifies and advocates for cost-efficient technology solutions
- Emergency and Crisis - Works effectively in high-pressure, rapidly changing environments

Technical

- Works effectively in high-pressure, rapidly changing environments
- Coordinates actions with emergency response actors and making use of coordination structures

Languages:

Thorough knowledge of English, Arabic, and working knowledge of local languages essential.

Method of application:

Interested candidates are required to complete the information in this link <https://ee.humanitarianresponse.info/x/#Yi5g> and submit a letter of motivation and curriculum vitae marked “**Radio Operator**” to IOM Office in Juba or e-mail: vss@iom.int. Applications sent through email need to reflect the position title and vacancy number on the subject line.

Posting period: 26 October 2018 to 09 November 2018