# United Nations ⊕ Nations Unies

## (UNMIL)

## Vacancy Announcement- Internal/External

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| **Vacancy#: UNMIL-ISS-CITS-DMS-2261** | **Deadline: 30 September 2016** |
| **Post Title: Telecommunications Technician ( One position)** | **Level: GL-5** |
| **Organizational Unit**: GITTS | **Location**: MONROVIA |
| **Initial Appointment:** Initial one (1) year subject to funding of the posts and satisfactory performance | |
| | **Indicative Minimum Annual Gross Salary:** |

UNMIL invites qualified external/internal applicants to apply for the position highlighted above. Applicants are requested to complete form P.11 available at UNMIL Human Resources Management Section and attach copies of the following: Proof of Liberian nationality (Birth certificate/ Passports), educational certificates and reference letters from previous employers. Incomplete P.11 forms will not be processed.

**Please note that you can also apply by email to unmilrecruitment@un.org. Kindly note that applications upon receipt will be reviewed and only short-listed candidates will receive acknowledgement.**

### Description of Main Duties:

Under the direct supervision of the supervisor ICT Backbone Infrastructure & Support Service pillar of GITTS, the incumbent will perform the following duties:

#### Satellite Earth-station Operations
Assists in operation and maintenance of Intelsat Standard satellite earth-station equipment, inclusive of the antenna system, RF equipment, IF equipment, base-band equipment, and the control, supervisory, and test facilities. Monitors satellite link performance. Performs fault diagnosis and repair. Maintains earth-station records and documentation. Undertakes tracking of spare parts.

#### Wide Area Network Operations (WAN)
Monitors transmission performance of all local and remote network nodes at the link and at the I/O levels. Coordinates with leased line carrier and/or remote site technical support staff, service restoration during facility failures at Headquarters, the Offices Away from Headquarters, and/or Missions. Maintains Network Control Center/Network Operations Center records and Wide Area Network documentation. Maintains WAN equipment inventory and tracks repair history of WAN nodal equipment and modules. Prepares monthly reports on node and transmission facility performance including detailed reports of leased facility outages for outage rebate purposes.

#### Local Area Network Operations (LAN)
Monitors the performance of the LAN, Metropolitan Area Network (MAN) and high speed Internet access facilities. Assists in the implementation of ad-hoc LAN support requirements with departmental focal points. Provides remote operations and maintenance service and advanced technical support for access routers on the Wide Area Network. Maintains LAN and MAN equipment inventory. Prepares and revises network diagrams and network documentation.

#### Audio/Visual Conference Services
Installs, configures and tests audio, video conference and desktop video conference hardware/software using available communication and network connectivity. Assists in meetings' preparation by preparing and configuring conference hardware in various locations throughout headquarters and operates equipment during conferences. Provides support and training for new users of conference systems. Researches and evaluates new conference products ensuring compatibility with current operational standards and growth for future needs. Performs other duties and other tasks in relation to the job as required.

### Work implies frequent interaction with the following:
Telecommunications Technicians, Communications Engineers, Officers and Assistants throughout the mission.
Buildings Management staff at all levels.
Executive and Administrative Officers, Chiefs and staff of requesting departments and offices.

### Results expected:
The provision of efficient and effective radio communications and technical maintenance and support, Provides well informed recommendations on equipment and solutions to problems, efficiently processes service requests and follows up for services provided.

### Competencies:

**Professionalism** – Hands-on technical training and problem-solving skills, good knowledge of relevant telecommunications policies, structure and strategy as it relates to area of assignment; ability to assess telecommunications needs

**Communications** – Good communications (spoken and written) skills, including the ability to explain and present technical information; effectively train/advise users on information technology issues; prepare written documentation in a clear and concise style.

**Technical Awareness** – Technological background and experience in Radio systems installation and maintenance;

**Teamwork** – Excellent interpersonal skills and ability to establish and maintain effective working relations in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity

**Planning & Organization** – Ability to perform with minimal supervision, and work under pressure of frequent and tight deadlines;

## Qualifications and Experience:

**Education** – Completion of secondary education; supplemental courses and technical certification in electronic telecommunications, computer technology or other related field. Practical training should include radio communications, voice and data communications.

**Experience** – A minimum of 5 years hands-on telecommunications experience at the national or international level.

**Language** – Fluency in written and spoken English; fluency in one or more official UN languages is desirable.

**Other requirements** – Valid Drivers' license is essential. Familiarity with commercial telecommunications services; knowledge of the UN's voice and data communications systems is desirable.

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**Preference will be given to equally qualified women candidates.**
**Completed detailed applications documentation as specified above referring to**
**Vacancy # UNMIL-ISS-CITS.DMS.2261 should be forwarded to the attention of:**
**UNMIL Recruitment Unit, Human Resources Management Section, UNMIL Headquarters, 7<sup>th</sup> Floor,  Room # 705F**
**Pan African Plaza, Tubman Boulevard, Monrovia**