



TRUCE SUPERVISION ORGANIZATION

JOB OPENING – INTERNAL / EXTERNAL

VACANCY NUMBER:	17/025 Ext.
DEADLINE FOR APPLICATION:	19 February 2018
DATE OF ISSUANCE:	05 February 2018
POST TITLE:	Vehicle Technician
POST LEVEL:	G-4
POST NUMBERS:	30907774 & Roster
SECTION:	Supply Chain Management (Transport Unit)
DUTY STATION:	UNTSO - OGGD - Damascus

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

Responsibilities

Under the overall direction of the Chief, Supply Chain Management, the Transport Officer, the Administrative Officer - Damascus and the direct supervision of the Motor Transport Officer (MTO, OGGD), the incumbent will be responsible but not limited to the following duties:

- Perform various levels of maintenance and repairs to light, medium and heavy-duty vehicles and power generators up to 40 kva in accordance with UNTSO guidelines and the vehicle/generator manufacturer's recommendations.
- Services and repairs UNTSO and UNDOF-owned vehicles and power generator components, including diesel and gasoline engines, manual and automatic transmissions, transfer boxes and differential assemblies, as applicable;
- Performs complex maintenance services including complete repair, rebuild and/or overhaul and final adjustment of a variety of engines including air conditioning, fuel, steering, braking and suspension systems;
- Replaces clutch assemblies, resurfacing of brake discs and drums, conducts tyre repairs and electronic wheel balancing;
- Performs tests on rolling brake tester machines to evaluate braking systems for safety and efficiency, as required;
- Uses specialized tools and workshop equipment as recommended by the vehicle manufacturers to ensure that all repairs are carried out in accordance with specifications set out in the respective repair manuals and service bulletins and, in accordance with the manufacturers' standards;
- Test-drives vehicles and performs load-tests on power generators after repairs or maintenance and determine corrective actions to be taken, if necessary;
- Ensures that records of all vehicle and generator maintenance and repairs are properly maintained;
- Performs any other related duties as assigned by the Motor Transport Officer, Administrative Officer or Transport Officer, UNTSO.

Competencies

Professionalism – Demonstrates ability to work in a Transport Workshop environment; Flexibility and willingness to adapt to non-workshop related duties in Transport; Commitment to implementing the goal of gender equality by ensuring the equal participation and full involvement of women and men in all aspects of peace operations; 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; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. **Teamwork** – Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings. **Planning & Organizing** – Develops clear goals that are consistent with agreed strategies. Identifies priority activities of assignments. Allocates appropriate amount of time and resources for completing work. Foresees risks and allows for contingencies when planning. Uses time efficiently. **Accountability** – Takes ownership of all responsibilities and honours commitments; delivers outputs for which one has responsibility within prescribed time, cost and quality standards; operates in compliance with organizational regulations and rules; supports subordinates, provides oversight and takes responsibility for delegated assignments; takes personal responsibility for his/her own shortcomings and those of the work unit, where applicable.

Education

High School certificate. Technical Training as a Motor Vehicle Technician (National Technician Certificate or equivalent) is highly desirable.

Work Experience

At least three (03) years of progressively responsible experience in in transport workshop-related functions. Experience in working with a large fleet of vehicles and power generators is an advantage.

Languages

Fluency in spoken and written English is required. Fluency in the local languages (Arabic) is essential.

Other Skills

Valid National Driving License with endorsement for "Class C" (MGVW -15T) is required (Attach a copy with your application).

Assessment Method

Short-listed applicants may be evaluated through a competency-based interview and/or other assessment methods.

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). The United Nations Secretariat is a non-smoking environment. Candidates will be required to meet the requirements of Article 101, paragraph 3, of the Charter as well as the requirements of the position. The United Nations is committed to the highest standards of efficiency, competence and integrity for all its human resources, including but not limited to respect for international human rights and humanitarian law. Candidates may be subject to screening against these standards, including but not limited to whether they have committed, or are alleged to have committed criminal offences and/or violations of international human rights law and international humanitarian law.

SPECIAL NOTE: QUALIFIED FEMALE CANDIDATES ARE STRONGLY ENCOURAGED TO APPLY

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, TRAINING OR ANY OTHER FEES). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON APPLICANTS' BANK ACCOUNTS.

APPLICATIONS RECEIVED AFTER THE DEADLINE WILL NOT BE ACCEPTED

How to Apply to United Nations Truce Supervision Organization (UNTSO) vacancies:

All applicants must apply online.

The UNTSO Jobs page, <https://untso.unmissions.org/untso-jobs>, will include all Job Openings.

1. To start the application process, applicants must download a [Personal History \(P11\)](#) form. **Note:** Any other form of application will not be accepted.
2. Once the download is finished, complete and save your Personal History Form and then e-mail it to the following e-mail address: untso-syria@un.org.
3. In completing the P.11 form, please note that all fields must be completed accurately to the best of your knowledge. Additionally, you are encouraged to fill all of the fields to best convey your personal ambitions.
4. Your application will be screened and evaluated against the requirements as specified in the particular vacancy and your name may be put forward for that specific job opening and/or roster only.
5. In view of the high volume of applications received, only those applicants who are included in the roster will be notified.

At your interview

The United Nations' greatest asset is the quality of its staff. To ensure that the very best people join the UN team we use a [competency based interview](#) process. Competency based interviews are also called "behavioral interviews" or "criterion based interviews." Such interviews are based on the concept that past behavior and experience is the best indicator of future performance. In other words, your history tells a story about you: your talents, skills, abilities, knowledge and actual experience in handling a variety of situations.

For more information on competency based interviews, click [here](#).

Applications should be addressed to: Chief Human Resources Officer, UNTSO
Email: untso-syria@un.org