



World Meteorological Organization
Organisation météorologique mondiale

Secrétariat
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Weather • Climate • Water
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VACANCY NOTICE NO: 2301
DEADLINE FOR APPLICATION: 17 July 2024

POST	GRADE	DUTY STATION	COMMENCEMENT OF DUTY	NATURE OF APPOINTMENT
Associate Scientific Officer HydroHub	P2	Geneva, Switzerland	To be determined	Fixed-term - 1 year
ORGANIZATIONAL UNIT				
Earth System Monitoring (ESM) Division Infrastructure Department			WMO is committed to achieving diversity and a balanced workforce. Applications are welcome from qualified women and men, including those with disabilities. The statutory retirement age after 1 January 2014 is 65. For external applicants, only those who are expected to complete the term of appointment will normally be considered.	
DUTIES AND RESPONSIBILITIES			QUALIFICATIONS	
<p>Under the overall guidance of the Director of the Infrastructure Department (D/I), of the Head/Earth System Monitoring Division (H/ESM), and the direct supervision of the Project Coordinator of the HydroHub (Global Hydrometry Support Facility), the incumbent will perform the following duties:</p> <p>a) Carry out HydroHub activities related to trainings, learning exchanges, capacity and needs assessments, and user providers approach;</p> <p>b) Support resource mobilization efforts and development of project proposals;</p> <p>c) Support socio-economic benefit analysis and preparation of Ministerial roundtables;</p> <p>d) Support activities related to innovation, namely Innovation Calls and Innovation Workshops;</p> <p>e) Support HydroHub communication, including maintain the HydroHub webpages on the WMO website, prepare and recommend relevant information for communication purposes (web-based, brochures, newsletters, visuals, social media etc.), as assigned by supervisor;</p> <p>f) Support the work of the HydroHub Advisory Council and Think Tank;</p> <p>g) Contribute to the overall work of the Division and Department on hydrological monitoring and project coordination pertinent for the HydroHub;</p> <p>h) Contribute to the work of the WMO Commission for Observation, Infrastructure and Information Systems (INFCOM) as relevant to the HydroHub;</p> <p>i) Perform additional tasks commensurate with the role and as assigned by the supervisor.</p>			<p>Education Bachelor's degree or equivalent in hydrology, meteorology, environmental sciences or a closely related field, and/or a Master's degree in international relations/international development. Additional education certification in administration and management is an advantage.</p> <p>Experience - A minimum of three years of combined national and international experience in hydrology, and/or data collection and management.</p> <p>- Experience in one or several of the following aspects would be an advantage: international development projects, user requirement mechanisms, user-provider dialogue, and socio-economic benefit analysis.</p> <p>- Knowledge of water-related international programmes with experience in organizing meetings, drafting and reviewing of technical reports and project documents.</p> <p>- Training/experience in communication, social media and web site content management would be an advantage.</p> <p>Other requirements - Analytical skills; Dependability and ability to adapt to changes; Integrity, maturity of judgement, initiative, and creativity. A team player.</p> <p>- Ability to plan, organize and manage own work autonomously.</p> <p>- Ability to communicate clearly and succinctly orally and in writing. Good interpersonal skills and ability to work in a multicultural environment.</p> <p>- Excellent knowledge of Microsoft Office applications. Knowledge of website content management tools (and social media) would be an advantage.</p> <p>- Understanding of the United Nations and WMO mandates and programmes would be an advantage.</p> <p>Languages Excellent knowledge of English (both oral and written). Knowledge of other official languages of the Organization would be an advantage.</p> <p>(Note: The official languages of the Organization are Arabic, Chinese, English, French, Russian and Spanish.)</p>	

Possibility of renewal subject to the availability of funds and pending satisfactory performance after an initial probationary period of one year which can be extended up to a maximum of two years.

SALARY AND ALLOWANCES

Annual net base salary on initial appointment is: US\$ 50377

Annual post adjustment on initial salary is: US\$ 43274 (in addition to the net base salary)

Additional Information:

The net base salary and post adjustment are subject to change without notice.

APPLICATIONS: Applications should be made online through the WMO e-recruitment system at <https://erecruit.wmo.int/public/>. Do not send your application via multiple routes. Only applicants in whom WMO has a further interest will be contacted. Shortlisted candidates may be required to sit a written test and/or an interview.

Date of issue of vacancy notice: 17 June 2024