



World Meteorological Organization
Organisation météorologique mondiale

Secrétariat
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VACANCY NOTICE NO: 2198, REV.
DEADLINE FOR APPLICATION: 1 September 2022

POST	GRADE	DUTY STATION	COMMENCEMENT OF DUTY	NATURE OF APPOINTMENT
Junior Innovation Officer	P1	Geneva, Switzerland	To be determined	Fixed-term - 2 years

ORGANIZATIONAL UNIT Governance Services 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.
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DUTIES AND RESPONSIBILITIES Under the overall guidance of the Business Innovation Officer, the incumbent will perform the following duties: (a) Provide relevant research and data to support the Business Innovation Officer in implementation of business transformation solutions applicable to Governance Services (GS) activities and those of technical departments; (b) Participate in the design, implementation and support of GS-specific IT applications; (c) Assist in the analysis of GS work processes and practices; document processes and workflows; (d) Remain up-to-date on new trends, approaches and technologies, particularly those that could be potentially applied to the GS department and the Organization; (e) Assist the Business Innovation Officer in promoting and supporting a culture of innovation across the Organization; (f) Provide support to the ongoing projects and activities of the Business Innovation Officer; (g) Assist in the preparation of drafts of background papers, studies, reports, etc.; (h) Carry out other relevant duties as required.	QUALIFICATIONS Education Master's degree or equivalent in computer science, engineering, social sciences, public administration or a closely related field. A Bachelor's degree or equivalent may be accepted if accompanied by relevant experience. Experience A minimum of one year of relevant experience. Other requirements Experience in software design and implementation. Excellent analytical and planning skills. Demonstrated ability to maintain collaborative working methods, simultaneously with a range of stakeholders. Ability to draft clear and succinct communications, project proposals and reports. Excellent knowledge of Microsoft 365 Business applications. Ability to work in a multicultural environment and to foster diversity and team spirit. Languages Excellent knowledge of English (both oral and written). Knowledge of other official languages of the Organization would be an advantage. (Note: The official languages of the Organization are Arabic, Chinese, English, French, Russian and Spanish.)
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The Secretary-General may appoint a candidate at a grade below the advertised grade of the post, with the possibility of promotion to that grade within three years of appointment, subject to satisfactory appraisal of performance.

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\$ 38523 Annual post adjustment on initial salary is: US\$ 25695 (in addition to the net base salary)
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Additional Information:
CANDIDATES WHO APPLIED TO VN 2198 HAVE BEEN DULY CONSIDERED AND DO NOT NEED TO RE-APPLY.

Only applicants in whom WMO has a further interest will be contacted. Shortlisted candidates may be required to sit a written assessment and/or an interview.

Date of issue of vacancy notice: 11 August 2022