

UNITED NATIONS VERIFICATION MISSION IN COLOMBIA JOB OPENING

Internal / External

Job Title & Level:	AVIATION SAFETY OFFICER, NO-C (Temporary Job Opening)
Department/Office:	UN VERIFICATION MISSION IN COLOMBIA
Location:	BOGOTA, COLOMBIA
Posting Period:	22 October – 06 November 2017
Job Opening Number:	MC-NJO-2017-046

UNITED NATIONS CORE VALUES: INTEGRITY, PROFESSIONALISM, RESPECT FOR DIVERSITY

The Human Resources Section invites all interested and qualified candidates to apply for the announced position. All interested candidates should submit their applications (Personal History Profile - P11 form, which can be found at <https://colombia.unmissions.org/empleo> No CVs will be accepted) at the following e-mail address: mcrecruitment@un.org

Please do not submit any additional certificates/diplomas, employment letters and other documents at this stage of the application process, only the P11 form is sufficient.

Please include the job opening number of the above position in your e-mail application. Acknowledgment will be sent to short listed candidates only.

Organizational Setting and Reporting:

This position is located in the Aviation Safety Cell within the United Nations Verification Mission in Colombia (UNVMC). The Aviation Safety officer will be based in Bogota. The Aviation Safety Officer reports to the Chief of Mission Support (CMS).

Responsibilities

Within delegated authority, the Mission Aviation Safety Officer will carry out the following duties:

Manages and supervises the activities of the Aviation Safety Cell. Acts as an expert adviser to the Chief of Mission Support on aviation safety and aviation security matters. Develops, implements and manages the Mission Aviation Safety Programme. Develops the Aviation Emergency Response Plan and ensures that it is communicated to all officials concerned. Organizes and coordinates aviation safety drills and exercises required by the Mission Aviation Safety Programme. Monitors the integration of Aviation Risk Management into UN aviation activities and its effectiveness/efficiency. Develops quarterly Risk Assessment Indicators and analyzes the level of safety of aviation activities within a field mission. Proposes the required corrective and preventive measures, develops aviation safety recommendations and communicates them

analyzes statistical data. Participates, as a UN representative, in the investigation of accidents and incidents involving UN air assets and equipment. Identifies, analyzes and monitors trends that may affect the safety of UN aviation activities. Supervises initial aircraft inspections, conducts air carrier assessments and performance evaluations of civilian air operators and military aviation units. Supervises risk assessment activities for airfields and helicopter landing sites. Maintains the aviation safety database and ensures that information is recorded in accordance with the established procedures and deadlines. Provides safety briefings to personnel involved in UN aviation activities. Promotes aviation safety awareness within a field mission. Organizes and conducts Mission Aviation Safety Council meetings. Supervises the preparation of analytical/trends assessment reports. Supervises the preparation of safety bulletins and newsletters. Coordinates with other UN agencies and host country civilian and military aviation authorities on the aviation safety matters. Develops unit budget and reports on the budgetary performance of the Aviation Safety Cell at the end of each financial period. Monitors that UN financial regulations and rules are complied with in all activities of the Aviation Safety Cell. Participates in various field mission administrative bodies such as the Local Committee on Contracts, the Tenders Committee, the Local Property Survey Board and Boards of Inquiry. Supervises the development of training courses, workshops and other related training activities and coordinates them with UNHQ. Develops and implements the Aviation Safety Cell Training Plan. Performs other related duties as required.

Competencies:

Professionalism: Demonstrated knowledge in the technical field of aviation safety, safety management, accident prevention, hazard identification, risk analysis and risk mitigation. Ability to participate in investigation of incidents and accidents. Ability to identify and analyze key issues and conduct independent research and analysis. Ability to formulate options, draw conclusions and make effective recommendations. 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; Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work. **Communication:** Speaks and writes clearly and effectively; Listens to others, correctly interprets messages from others and responds appropriately; Asks questions to clarify, and exhibits interest in having two-way communication; Tailors language, tone, style and format to match audience; Demonstrates openness in sharing information and keeping people informed. **Planning & Organizing:** Develops clear goals that are consistent with agreed strategies; Identifies priority activities and assignments; Adjusts priorities as required; Allocates appropriate amount of time and resources for completing work; Foresees risks and allows for contingencies when planning; Monitors and adjusts plans and actions as necessary; Uses time efficiently. **Managing Performance:** Delegates the appropriate responsibility, accountability and decision-making authority. Makes sure that roles, responsibilities and reporting lines are clear to

needed to accomplish a task and matches task to skills; Monitors progress against milestones and deadlines; Regularly discusses performance and provides feedback and coaching to staff; Encourages risk-taking and supports creativity and initiative; Actively supports the development and career aspirations of staff; Appraises performance fairly.

Qualifications:

Education: Advanced university degree (Master's degree or equivalent) in Air Transportation, Aviation Safety Management, Aerospace/Aeronautical Engineering or Air Traffic Management, or graduation from equivalent military educational establishment is required. Training as a Commercial Pilot or Flight Operations Officer/Flight Dispatcher, or an Air Traffic Controller, or an Aeronautical/Maintenance Engineer, or an equivalent military qualification is required. Training and certification in safety management is required. A first level university degree with a relevant combination of education, professional training, certification in aviation safety, and two (2) additional years of work experience in air transportation related occupation, may be accepted in lieu of the advanced university degree.

Work Experience: A minimum of five (5) years of progressively responsible experience in air transportation, air traffic control operations, aviation safety or aviation engineering, is required. Experience in the Colombian aviation sector as a pilot or in aviation operations is required. Expert knowledge in the technical field of aviation safety and accident prevention and experience in the use of ICAO standards and recommended practices is desirable. Experience in international operations in a post conflict environment is desirable. Experience as an Instructor in Air Traffic Control training (in Tower, Approach and Area Control), investigation of Air Traffic Control related incidents is desirable.

Languages: English and French are the working languages of the United Nations Secretariat. For the post advertised, fluency in oral and written English and Spanish is required.

United Nations Considerations

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.

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No Fee

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