

## African Union - United Nations Hybrid Operation in Darfur

<b>Post Title:</b>	<b>HVAC Assistant</b>
<b>Post Level:</b>	<b>GL-3</b>
<b>Location:</b>	<b>El Fasher</b>
<b>Job Opening Number:</b>	<b>UNAMID-JO-ELF-17-0052</b>
<b>Opening date:</b>	<b>06 June 2017</b>
<b>Job Opening Deadline:</b>	<b>20 June 2017</b>

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

### Organizational Setting and Reporting

This position is located in the Engineering Section of the Africa Union-United Nations Mission in Darfur (UNAMID), El Fasher. The incumbent will report to the HVAC Technician or the Chief of Section or Unit.

### Duties and responsibilities:

Within delegated authority, the HVAC (Heating Ventilation and Air Conditioning) Assistant will be responsible for the following duties:

- Assist HVAC Technicians with the installation of HVAC equipment including refrigeration which also includes freezers.
- Perform fault finding and repair work to HVAC equipment, refrigeration (including freezers), industrial kitchen equipment, kitchen appliances, industrial and domestic gas equipment.
- Perform routine maintenance checks and procedures for HVAC equipment.
- Schedule periodical maintenance for all AC units.
- Prepare brief technical reports, routine documentation and test records.
- Implement all safety and environmental codes and practices relating to repair and testing of HVAC as well as refrigeration equipment and usage of refrigeration gases.
- Perform other duties assigned by the Supervisor.

### Competencies:

- **Professionalism** – 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. Commitment to implementing the goal of gender equality by ensuring the equal participation and full involvement of women and men in all aspects of work.

- **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.
- **Client orientation:** Considers all those to whom services are provided to be "clients" and seeks to see things from clients' point of view; Establishes and maintains productive partnerships with clients by gaining their trust and respect; Identifies clients' needs and matches them to appropriate solutions; Monitors ongoing developments inside and outside the clients' environment to keep informed and anticipate problems; Keeps clients informed of progress or setbacks in projects; Meets timeline for delivery of products or services to client.

**Qualifications:**

**Education:** High School Diploma or equivalent is required.

**Experience:** A minimum of two (2) years of progressively responsible experience in commercial and industrial HVAC and refrigeration installations. Familiarity with the latest editions of the IEE wiring regulations is desirable.

**Language:** Fluency in spoken and written English and Arabic is required.

**Important Consideration for Applicants:**

**This position is locally recruited. UNAMID will not provide accommodation to locally recruited staff.**

**WARNING TO APPLICANTS:**

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 BANK ACCOUNTS.

**HOW TO APPLY**

Interested and qualified applicants should submit their application together with the United Nations Personal History form (P.11) and/or CV along with copies of own Birth Certificate, Sudanese Resident Certificate, Academic/University Diploma and previous employment certificates by one of the following methods:

**By Hand:** Deliver to UNAMID, El Fasher, Super Camp Security main gate

**By Email:** All applicants are strongly encouraged to apply by e-mail: [unamidjo-elf@un.org](mailto:unamidjo-elf@un.org)

**Note:** All applicants **must** indicate the JO No., Post Title and Duty Station to which they are applying on the subject line (by email) and/or on the sealed envelope (by hand delivery). E.g. **UNAMID- JO-ELF-17-0052 - HVAC Assistant, GL-3.**

**Please do not submit original certificate(s) with the applications.**

**In line with the UN policy on gender balance, female candidates are encouraged to apply**

**POSITIONS OPEN FOR SUDANESE NATIONALS ONLY.**