



General Secretariat (GS)

Geneva, 21 July 2021

E-mail: HRerecruit@itu.int

To the Director-General

Circular letter No. 28

Subject: **Vacancy Notice No. 37P-2021/TSB-OPD/EXTERNAL/P2**

Dear Sir,

The post described in the Annex is to be filled at ITU Headquarters.

The relevant job description with the qualifications required, as well as all other useful information, is annexed hereto.

Administrations are requested to circulate vacancy notices to all potential sources of recruitment including universities, institutes, associations of engineers and the private sector as the case may be.

I would be grateful if Administrations would invite qualified candidates and especially women candidates to apply for the above position not later than 20/09/2021 on ITU web site: <http://www.itu.int/employment/Recruitment/index.html>

The Plenipotentiary Conference adopted the Resolution 48 (Rev. Dubai 2018), affirming that: "...when filling vacant posts by international recruitment, in choosing between candidates who meet the qualification requirements for a post, preference shall be given to candidates from regions of the world which are under-represented in the staffing of the Union, taking into account the balance between female and male staff mandated by the United Nations common system;"

Yours faithfully,

Mr. Houlin ZHAO
Secretary-General

Annexes: **Vacancy Notice No. 37P-2021/TSB-OPD/EXTERNAL/P2**



ITU is the leading United Nations agency for information and communication technologies, with the mission to connect the world. To achieve this, ITU manages the radio-frequency spectrum and satellite orbits at the international level, works to improve communication infrastructure in the developing world, and establishes global standards that foster seamless interconnection of a vast range of communication systems. ITU also organizes global Telecom events bringing together the most influential representatives of government and the private sector to exchange ideas and knowledge for the benefit of all.

VACANCY NOTICE NO. 37P-2021/TSB-OPD/EXTERNAL/P2

Date of Issue: 21 July 2021

Currently accepting applications

Applications from women are encouraged

Functions: Software Developer / Programmer

Post Number: ST31/P2/635

Deadline for Applications (23.59 Geneva CH) :
20 September 2021

Duration of Contract: 12 months

Type of Appointment: Fixed-term
Appointment

Duty Station: Geneva, Switzerland

Grade: P2

Organ:

The Telecommunication Standardization Bureau (TSB) fulfills the objectives of the Union relating to telecommunication standardization, by providing secretariat support to groups studying technical, operating and tariff questions and facilitating the adoption of Recommendations in these areas with a view to standardizing telecommunications and information technology on a global basis. In order to achieve these objectives, the Telecommunication Standardization Bureau works in accordance with the instructions of the World Telecommunication Standardization Assemblies (WTSA), Telecommunication Standardization Study Groups and the Telecommunication Standardization Advisory Group. TSB, headed by an elected Director, provides the technical, administrative and logistic support for the assemblies and for the meetings of the groups mentioned.

Organization Unit:

The Operations and Planning Department (OPD), is responsible for coordinating and planning support for the activities of the Telecommunication Standardization Sector. It does this through managing the Bureau's activities for organization and planning of assemblies and logistical support to meetings. The Department oversees document processing and provides IT services and solutions for electronic working methods and the development of ITU-T databases. The Department also provides administrative and secretarial support for intellectual property matters and manages the technical editing and final production of ITU-T recommendations and publications as well as

ISO/IEC common texts. The Department collaborates closely with the Departments of the General Secretariat and the Bureaux which are responsible for providing support services.

Duties / Responsibilities

The Software Developer/Programmer is under the direct supervision of the Head, IT Applications & Development Unit in close coordination with Head, IT Support and Operations Unit. To this end he/she performs the following duties:

- Analyses the software needs and information systems requirements of the users in the Bureau and the potential use of such software by ITU-T Members and delegates. Estimates costs and time for development.
- Designs, develops using adopted methods and standards, implements, tests, documents and maintains stand-alone systems, WWW applications and/or specific software components of larger systems for use within the Bureau and by ITU-T Members and delegates. Maintains upgrades and extends software applications already in production.
- Prepares installation material for these software packages, drafts training material and user documentation, conducts related demonstrations and training sessions.
- Provides support and assistance to end-users in TSB; occasionally gives similar support and assistance to end-users in ITU-T (Members and delegates) using these software packages; participates in the TSB events and workshops.
- Keeps up to date with technologies and developments in the field of the post as well as reusable components to TSB.
- Performs other related duties as required.

Competencies

- **Core Competencies:** Applying Expertise; Effective Communication; Learning and Knowledge Sharing; Organizational Commitment; Results-Focused, and; Teamwork and Collaboration.
- **Essential Functional Competencies:** Analysis, Judgement and Decision Making; Client and Service Orientation; Innovation and Facilitating Change; Planning and Organizing, and; Successful Management.
- **Essential Technical Competencies:** Full-stack developer with strong analytical and problem-solving skills. A track record in emerging technologies such as machine-learning and block chain. Ability to work independently and in a team with other software developers for liaising with other projects as well as users for defining the software requirements. Ability and willingness to learn and stay up to date with new information technologies.

Qualifications required

Education:

University degree in computer science, information systems or a related field OR education in a reputed college of advanced education, with a diploma of equivalent standard to that of a university degree in one of the fields above.

Experience:

At least three years of progressively responsible experience in IT applications development. An advanced degree in a related field can be considered as a substitute for one year of working experience. A doctorate in related fields can be considered as a substitute for two years of working experience. Proven experienced in python. Experience in other computer programming languages such as C, PHP, Java, JavaScript, Linux and open source for Content Management would be a great asset.

Languages:

Knowledge of one of the six official languages of the Union (Arabic, Chinese, English, French, Russian, Spanish) at advanced level and knowledge of a second official language at intermediate level. Knowledge of a third official language would be an advantage. (Under the provisions of Resolution No. 626 of the Council, a relaxation of the language requirements may be authorized in the case of candidates from developing countries: when candidates from such countries possess a thorough knowledge of one of the official languages of the Union, their applications may be taken into consideration.)

Additional Information:

Salary:

Total annual salary consists of a net annual salary (net of taxes and before medical insurance and pension fund deductions) in US dollars and a post adjustment (PA) (cost of living allowance). The PA is variable and subject to change without notice in accordance with the rates as set within the UN Common System for salaries and allowances.

Annual salary from \$ 47,895 + post adjustment \$ 40,040

Other allowances and benefits subject to specific terms of appointment, please refer to <http://www.itu.int/en/careers/Pages/Conditions-of-Employment.aspx>

Applicants will be contacted directly if selected for written test. Interviews may be used as a form of screening.

For further information concerning the Conditions of Employment please click [the following link](#)

Applicants will be contacted only if they are under serious consideration

Currently accepting applications



ITU is a smoke-free environment