

United Nations International Residual Mechanism for Criminal Tribunals

Building Maintenance Technician, G-5

DEADLINE FOR APPLICATIONS	:	26 February 2021
DATE OF ISSUANCE	:	27 January 2021
OFFICE	:	Registry/General Services Section (GSS)
LOCATION	:	The Hague
VACANCY ANNOUNCEMENT	:	2020/IRMCT/GSS/077-GS

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

Organizational setting and Reporting:

This position is located in the General Services Section, Registry, Facilities Management Unit under the supervision of the Head, Facilities Management Unit.

Responsibilities:

The incumbent will

- Operate/maintain distributed building equipment/systems.
- Performs daily inspections of major building equipment and regularly surveys/inspects all workspaces including: fluorescent lighting, HVAC Computerized and Analogue monitoring and control systems, automatic sunshades, fire evacuation panel and fire fighting equipment, security access systems, power, pumps, elevators, control equipment and wiring. Prepares and completes maintenance requests and reports.
- Prepares requisitions for maintenance supplies. Assists in site visits and identifying potential vendors, Performs regular repair, re-conditioning and preventive maintenance work. Performs regular plumbing and electrical repairs, performs basic office equipment repairs (i.e. shredders etc.). Undertakes minor construction and repairs. Installs partitions, changes locks, and replaces glass.
- Evaluates the extent of repairs required. Assists in preparation of plans and specifications for work requirements.
- Provides direction to outside contractors and ensures that construction and repair projects are completed in accordance with requirements.
- Prepares status of work completed.
- Any other ad-hoc duties assigned by the Head, Facilities Management Unit.

Core 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. Demonstrates 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.
- **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 the audience. Demonstrates openness in sharing information and keeping people informed.
- **Teamwork –** Works collaboratively with colleagues to achieve organisational 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.

QUALIFICATIONS

Education: High school diploma in a technical field or equivalent experience; demonstrated ability to use computer technology.

Experience: Minimum of 5 years relevant experience in the field of facilities management. Knowledge of "Umoja" is desirable.

Language: English and French are the working languages of the IRMCT. For the post advertised, fluency in oral and written English is required. Knowledge of Dutch, French or Bosnian/Croatian/Serbian is an asset.

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Assessment Method:

There may be a technical test followed by a competency-based interview.

Special Notice:

The United Nations Secretariat is committed to achieving 50/50 gender balance in its staff. Female candidates are strongly encouraged to apply for this position.

The appointment is limited to the Mechanism. Appointment of the successful candidate on this position will be limited to the initial funding of the post. Extension of the appointment is subject to the extension of the mandate and/or the availability of funds. Appointments of staff members in the United Nations are subject to the authority of the Secretary-General.

HOW TO APPLY:

NOTE FOR INTERNAL CANDIDATES:

- 1) Staff at the G-4 and G-5 levels are eligible to apply; the requirement for one year post occupancy is applicable.
- 2) Interested staff members must complete the UN Personal History Profile (PHP) form obtainable via personal inspira accounts (in PDF format) or the Mechanism website. Please submit all documents including the PHP, a Cover Letter, and the last two e-PAS's ELECTRONICALLY AS ONE DOCUMENT to the recruitmentR@un.org in-box. Please indicate the job opening number in the subject line.

NOTE FOR EXTERNAL CANDIDATES:

- 1) External applicants must complete the UN Personal History Profile (PHP) form obtainable from the Mechanism website (www.irmct.org) and forward electronically AS ONE DOCUMENT to the recruitmentR@un.org in-box. Please indicate the job opening number in the subject line. Note, CVs will not be accepted for this job opening.
- 2) The appointment of the successful candidate will be on a local basis.

NOTE FOR PREVIOUSLY ROSTERED CANDIDATES

Roster candidates must express their interest and availability for published job openings by submitting an updated PHP and cover letter.

PLEASE NOTE THAT APPLICATIONS RECEIVED AFTER THE DEADLINE AT MIDNIGHT (THE HAGUE TIME) ON THE CLOSING DATE WILL NOT BE ACCEPTED.