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# United Nations

*Position requires official secondment  
from national governments of Member States of the United Nations Organization.  
Appointments are limited to service on posts financed by  
the support account of peace operations*

Post title and level	Finance and Budget Officer, P-4
Organizational Unit	United Nations Integrated Office in Haiti (BINUH)
Duty Station	Port-au-Prince
Reporting to	Police Commissioner
Duration	12 Month (subject to final approval of BINUH's budget)
Deadline for application	31 August 2019
Job Opening number	2019-BINUH-00019-DPPA

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

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## **RESPONSIBILITIES:**

Under the overall guidance and supervision of the Police Commissioner and collocated with the Director of Administration and General Services of the Haitian National Police (IINP), the incumbent will be responsible for:

- Mentoring the HNP Director of the Administration and General Services with the financial aspects and all facets related to the administration of the police organization;
- Providing strategic guidance for the HNP counterpart to equip the AGS with techniques and best practices for effective planning, budgeting and efficient use and execution of financial resources;
- Guiding the implementation and monitoring support services, including procurement of supplies and services; internal and external travels, communications, engineering and information technology support; and provision of local utilities and service requirements;
- Assisting with the supervision of staff team and/or provide advice on human resources administration, recruitment and promotions, financial administration and management information issues and practices;
- Assisting with producing major/complex reports for management;
- Providing guidance on leading, overseeing and coordinating the preparation and implementation of the work program and budget to ensure compatibility with institutional priorities and objectives as provided for in the HNP Strategic Development Plan 2017-2021, taking into account the most effective use of resources;
- Performing other related duties or administrative issues.

## **COMPETENCIES:**

**Professionalism:** Possesses conceptual and analytical skills including a complete, in-depth grasp of financial principles and practices, with knowledge of public sector finances including governmental entities and UN system, budget development, result-based budgeting and the financial administration of resources. Knowledge of international accounting standards such as IPSAS or other similar systems.

public sector. Ability to develop budgetary policies, procedures and new programmes. Ability to formulate new strategies and technical approaches to budgetary matters.

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.

**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.

**Planning and 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.

### **QUALIFICATIONS:**

**Education:** Advanced university degree (Master's degree or equivalent) in business administration, finance, or related field. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree.

**Work Experience:** A minimum of seven years of progressively responsible experience in finance, administration, budget, business administration or related area at both national level and international setting (preferably within the United Nations Common System) is required. Experience in the field/peacekeeping as well as a proven record of undertaking advisory functions as well as providing training and mentoring to the others/team is required. Experience of conducting research and analysis of budgetary policies and procedures is desirable. Experience in results-based budgeting as well as the use of information technology tools for financial analysis and monitoring of budgets is desirable. Experience with police development as well as financial regulations and rules is an asset. Experience with the operations of inter-governmental and legislative machinery is desirable.

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

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Preference will be given to equally qualified women candidates.

Date of Issuance: 02 August 2019

In accordance with the new Policy on Human Rights Screening of UN Personnel, all individuals who seek to serve with the United Nations are requested to make "self-attestation" that s/he has not committed any serious criminal offences and has not been involved in violations of international human rights or international humanitarian law. The exact wording of the self-attestation is outlined in para. 5.2 of the above mentioned Policy. The final decision on the selection of an individual to serve with the United Nations will also be subject to human rights screening.  
<http://www.un.org/en/peacekeeping/sites/police>