



The recruitment policy of the WTO is to seek to attract and retain staff members offering the highest standards of competence, efficiency and integrity. As an Equal Opportunities Employer, the WTO gives full regard to merit and diversity.

Vacancy Notice No.: EXT/F/16-3

Issued on: 18 January 2016

Title: IT Solutions Analyst

Application Deadline (CET): 15 February 2016

Grade: 6

Division: Information and Technology Solutions (371)

Contract Type: Fixed-term

Starting Salary: CHF 84,820 net per annum (approximate)

Duration: Two years with the possibility of extension

Other Conditions: In accordance with WTO Staff Regulations and Staff Rules and WTO Pension Plan Regulations.

The World Trade Organization offers an attractive compensation package including an annual net salary (subject to mandatory deductions for pension contributions and health insurance), dependency benefits, pension plan, health insurance scheme, separation grant, and 30 days annual leave. Benefits for internationally recruited staff may include travel and removal expenses on appointment and separation, installation grant, education grant, rental subsidy, and home leave.

Additional information on the compensation package is provided on the WTO website:

http://www.wto.org/english/thewto_e/vacane_e/comp_package_e.pdf.

The Secretariat of the WTO is seeking to fill a position of IT Solutions Analyst in the Facilities Solutions Unit of the Information and Technology Solutions Division.

The Facilities Solutions Unit supports the Secretariat and WTO Members by delivering IT solutions to service the areas of Conference, Security and Facilities Management. The Unit is responsible for the maintenance, development and implementation of these solutions. It is also the owner of a new middleware software to synchronize data across systems including the associated reporting; it delivers support for private or public events such as the Ministerial Conference and Public Forum.

General Functions

The main functions of this post are to implement, maintain and support (at 2nd level) IT solutions delivered in the domain of Conferences, Security and Facilities services. Under the supervision of the Chief of the Facilities Solutions Unit, the incumbent is expected to perform the following functions:

1. Contribute to maintaining close relationship with designated divisions - Administration and General Services Division. Understand the needs of the divisional partners, contribute to defining appropriate levels of service required and work accordingly to build and improve their capacity using Information Technology.
2. Develop, implement and maintain complex, medium-scale IT solutions that meet divisional partners' needs and assure their optimal quality versus cost ratio. This includes: business and systems analysis, design, prototyping and development, systems integration, managing the project development cycle, database design and administration, supervising external consultants and WTO providers etc. Leverage implementation of readily available solutions wherever possible.

3. Assure compliance of technical solutions with the WTO architectural and technological standards and with the UN International Computing Centre (ICC) architecture. Keep up-to-date with rapid changes in the Information Technology and adapt to these changes.
4. Assist the supervisor in following the project portfolio steps and procurement processes.
5. Contribute to the delivery of projects on time, on budget and on scope.
6. Ensure that all solutions are properly documented and provide appropriate training to users.
7. Participate in the development of WTO system and data architecture.

REQUIRED QUALIFICATIONS

Education:

In addition to a basic university degree, theoretical knowledge and/or proven professional expertise equivalent to an advanced university degree level in computer science or a relevant area.

Knowledge and Skills:

Good knowledge of how information technology is applied to several of the following business domains: Meeting Management; operations of Conference rooms with interpretation, videoconferencing, sound recording and automation systems; physical security such as badging electronic key management and video surveillance; facility management services; building management, such as lighting- heating-alarm controls, energy and building automation.

Good knowledge of web-integrated development environment (IDEs), in relational database management systems. Knowledge in the principal programming language and in particular ASP, .Net, HTML5, C#, Angular and JavaScript.

Knowledge of some of the following domains would be an advantage: data integration middleware; collaboration platforms; Business intelligence; Implementation of an Open Source solution.

Good skills in business and systems analysis. Knowledge of database design and implementation including SQL; Excellent knowledge of service and object oriented programming; stand-alone and multi-tiered distributed applications development techniques; excellent systems architecture expertise.

Experience in managing medium-sized projects including coordination of deliverables with various technologies and providers.

The following interpersonal capabilities are required: build and maintain collaborative relationships with colleagues; communicate information in a clear way and understand information; persuade others to a point of view using facts; present technical facts to knowledgeable specialised audiences; and work as a member of a team, relating to others, while working independently to achieve his/her objectives.

Work Experience:

Minimum 2 year's relevant professional experience in IT. It must include working in direct relation with business partners.

Languages:

Proficiency in French or English and a good working knowledge of the other language.

Additional Information:

The position may be offered at a lower grade if the selected candidate does not fully meet all the required qualifications.

Only applications from nationals of WTO Members will be accepted.

The WTO may use various communication technologies such as video or teleconference for the assessment and evaluation of candidates. The recruitment process may also involve the use of various forms of testing, assessment centres, interviews and reference checks.

Candidates not selected whose performance in the selection process nevertheless shows them to be suitable for a similar position may be kept on a roster for up to 18 months, and may subsequently be called upon as and when the need arises for additional resources.

APPLICANTS MAY BE REQUIRED TO SIT A WRITTEN EXAMINATION

APPLICANTS WILL BE CONTACTED DIRECTLY IF SELECTED FOR AN INTERVIEW

Please note that all candidates must complete an online application form.
To apply, please visit the WTO's E-Recruitment website at: <https://erecruitment.wto.org>.
The system provides instructions for online application procedures.

All applicants are encouraged to apply online as soon as possible after the vacancy has been posted and well before the closing date – Central European Time (CET) – stated in the vacancy announcement.

PLEASE NOTE THAT APPLICATIONS RECEIVED AFTER THE
CLOSING DATE WILL NOT BE ACCEPTED

The WTO is a non-smoking environment.