

CONSULTANT VACANCY ANNOUNCEMENT

Issued on: 29 July 2014

ORGANIZATIONAL LOCATION:	UN-HABITAT
DUTY STATION:	Nairobi
FUNCTIONAL TITLE:	Architect
DURATION:	8 Months
CLOSING DATE:	15 August 2014

Organizational Setting

The United Nations Human Settlements Programme (UN-Habitat) is the United Nations agency for human settlements. It is mandated by the UN General Assembly to promote socially and environmentally sustainable towns and cities with the goal of providing adequate shelter for all. UN-Habitat is the lead agency within the United Nations system for the implementation of the Habitat Agenda. UN-Habitat helps the urban poor by transforming cities into safer and healthier places with better opportunities. It works with organizations at every level, including all spheres of government, civil society and the private sector. Within this programme, the objective of the focus area is on urban energy and to promote approaches, methods, and instruments for promoting sustainable urban energy.

RESPONSIBILITIES:

Under the supervision of the Leader, Urban Energy Unit, the incumbent will:

- Provide continuous architectural support to the Urban Energy Unit of UN-Habitat in its various Programmes.
- Producing technical drawings, technical notes and guidelines on sustainable building. This is intended to enable the promotion of approaches, methods and instruments for promoting sustainable urban energy planning, improving energy efficiency in buildings, increasing the use of renewable energy technologies and improving access to clean, reliable and affordable energy services in urban areas.

COMPETENCIES:

Professionalism: Training and experience of working in human settlements issues with good research and analytical skills. Knowledge and experience of carrying out baseline and similar studies is essential. A good understanding of results-based management or logic models is required.

Communication: Ability to articulate ideas in an effective, clear and concise style both orally and in written to staff at all levels in the organization is required; and a proven ability to prepare comprehensive, well written and accurate documents and reports is important;

Planning and organizing: Ability to plan, coordinate and monitor own work in an efficient and timely manner. Identify priority activities and assignments and adjusts work accordingly. Has respect for and commitment to agreed timelines.

Teamwork: Proven ability to work collaboratively across the organization with staff at different levels in a flexible manner; Working with all branches, offices and units, establish an effective working relationship that facilitates cooperation and provision of inputs. Ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity is essential.

Education:

The incumbent is required to have a degree in Architecture.

WORK EXPERIENCE: At least 3 years' experience practicing as an architect.

LANGUAGE SKILLS: For this position, strong communication skills, both oral and written. A strong command of the English language is required. Knowledge of French and Portuguese will be an asset.

OTHER SKILLS: Knowledge of sustainable buildings design and guidelines for Energy and Resource efficiency regulations; International working experience in developing countries. Good knowledge of AutoCad software, Indesign, Photoshop and Illustrator.

REMUNERATION:

Payments will be based on deliverables over the consultancy period. There are set remuneration rates for consultancies. The rate is determined by functions performed and experience of the consultant. The fees will be paid as per agreement.

Applications should include:

- Cover memo (maximum 1 page)
- CV in the PHP format, accessible through the INSPIRA website (inspira.un.org) Please note, if using INSPIRA for the first time, you need to register in order to activate your account, which will allow you to log in and create a personal History Profile.
- The PHP should be attached to the application as a PDF file.
- Summary CV (maximum 2 pages), indicating the following information:
 1. Educational Background (incl. dates)
 2. Professional Experience (assignments, tasks, achievements, duration by years/ months)
 3. Other Experience and Expertise (e.g. Internships/ voluntary work, etc.)
 4. Expertise and preferences regarding location of potential assignments
 5. Expectations regarding remuneration
- Cover memo (maximum 1 page)

Please also be advised that since April 15th 2010, applicants for consultancies must be part of the UN-HABITAT e-Roster in order for their application to be considered. You can reach the e-Roster through the following link: <http://e-roster.unhabitat.org>

All applications should be submitted to:

Ms. Giulia D'Angiolini
Project Manager EEBEA
Urban Energy Unit
UN-HABITAT
P.O. Box 30030, 00100 Nairobi, Kenya
Email: Giulia.DAngiolini@unhabitat.org
Cc: Souleymane.Diawara@unhabitat.org

Deadline for applications: 15 August 2014

UN-HABITAT does not charge a fee at any stage of the recruitment process. If you have any questions concerning persons or companies claiming to be recruiting on behalf of these offices and requesting the payment of a fee, please contact: recruitment@unon.org