UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION
ORGANISATION DES NATIONS UNIES POUR LE DEVELOPPEMENT INDUSTRIEL
ORGANIZACION DE LAS NACIONES UNIDAS PARA EL DESARROLLO INDUSTRIAL

VACANCY ANNOUNCEMENT
TEMPORARY APPOINTMENT OF PROJECT PERSONNEL
INTERNAL/EXTERNAL

Only nationals and/or permanent residents of the country of the duty station are eligible to apply. Female candidates are particularly encouraged to apply.

Vacancy Announcement No: VA2019_ISA_EXT_000108
Duty Station: Myanmar
Date of Issuance: 10 July 2019
Post Title and Level: National Technical Advisor (NTA), SB4 - Local Professional (Junior & Mid Level)
Type of Appointment: Individual Service Agreement
Employment Fraction: NonStaff-When Act. Employed
Closing Date: 14 August 2019

Organizational Context

The United Nations Industrial Development Organization (UNIDO) is the specialized agency of the United Nations that promotes industrial development for poverty reduction, inclusive globalization and environmental sustainability. The mission of UNIDO, as described in the Lima Declaration adopted at the fifteenth session of the UNIDO General Conference in 2013, is to promote and accelerate inclusive and sustainable industrial development (ISID) in Member States. The relevance of ISID as an integrated approach to all three pillars of sustainable development is recognized by the 2030 Agenda for Sustainable Development and the related Sustainable Development Goals (SDGs), which will frame United Nations and country efforts towards sustainable development in the next fifteen years. UNIDO’s mandate is fully recognized in SDG-9, which calls to “Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation”. The relevance of ISID, however, applies in greater or lesser extent to all SDGs. Accordingly, the Organization’s programmatic focus is structured in four strategic priorities: Creating shared prosperity; Advancing economic competitiveness; Safeguarding the environment; and Strengthening knowledge and institutions.

Each of these programmatic fields of activity contains a number of individual programmes, which are implemented in a holistic manner to achieve effective outcomes and impacts through UNIDO’s four enabling functions: (i) technical cooperation; (ii) analytical and research functions and policy advisory services; (iii) normative functions and standards and quality-related activities; and (iv) convening and partnerships for knowledge transfer, networking and industrial cooperation. Such core functions are carried out in Departments/Offices in its Headquarters, Regional Offices and Hubs and Country Offices.

The position is located under the Standards and Quality Infrastructure Division (PTC/TII/SQI) an integral part of the Department of Trade, Investment and Innovation (PTC/TII).

The Standards and Quality Infrastructure Division (TII/SQI) is responsible for providing services to strengthen national capacities to establish the legal and institutional frameworks for standards and conformity assessment. Specifically, the Division provides policy guidance and institutional capacity-building interventions related to standards, metrology, testing, inspection, certification and accreditation, which are needed to participate effectively in the multilateral trading system. The demonstration of market compliance enables exporters to reduce the cost of compliance and facilitate access to global markets. Assistance is also provided to strengthen consumer authorities and consumer associations in developing countries.

PROJECT CONTEXT: Myanmar Project ID 180023, USD

The SECO-UN Cluster project was signed between the Governments of the Union of Myanmar through the Ministry of Commerce (Myanmar Trade Promotion Organisation), the Government of Switzerland (Swiss State Secretariat for Economic Affairs, SECO), the implementing UN agencies, and UNOPS. The project is financed by the Swiss State Secretariat for Economic Affairs (SECO). UNOPS is the trust fund manager and also provides coordination support to the project. Participating UN agencies are UNCTAD (lead agency), ITC, and UNIDO. The Government of the Union of Myanmar, through its relevant line ministries (Ministries of Commerce (lead), Hotel and Tourism, Agriculture, Industry, and Education), is the implementing partner. The project is well aligned with national development priorities as articulated in the Medium-Term Programme 2016-2021 (MTP), and also draws from the Sustainable Development Goals (SDGs). Furthermore, it is implemented within the framework of the Myanmar Delivering as One, draft UNDAF 2018-2022.

The project was formulated with three main objectives; i) to support horticulture farmers with the Inle Lake region of the Shan
The project document was developed following consultations with Government officials, private Sector representatives and development partners (including UNIDO and ILO offices in Yangon, as well as the Swiss Embassy) in Myanmar with respect to the feasibility analysis. The Myanmar project also draws on lessons learnt and achievements from similar SECO-UN Trade Cluster projects implemented in Lao PDR and Tanzania.

The project envisages two main outcomes:

• **Outcome 1**: Farmers in Inle Lake area have enhanced quantity and quality horticulture supply capacity meeting international safety standards and certification.

• **Outcome 2**: Inle Lake area tourism has increased contribution towards national economic development ensuring inclusive and sustainable practices.

The project will be implemented in the region broadly surrounding Inle Lake, Taunggyi District, and Southern Shan State. The area was selected following consultations with Government officials, representatives of private associations, and development partners. Inle Lake region has significant potential in terms of both horticulture development and tourism demands. About 70% of the population of the region rely on agriculture for their livelihoods. Tourism is also growing because of several attractions.

UNIDO is the lead agency for Outcome 1 (above) and will work closely with local implementation partners (IP) such as cluster/national associations or value chain operators, as well as with relevant MOALI departments, to improve the quality and safety of products along the three value chains. The International Trade Centre (ITC) is responsible for achieving Outcome 2.

The SECO-UN Trade Cluster project started in June 2018. A project coordinator under UNOPS has been fielded in Taunggyi. The inception phase ended in May 2019, with a Stakeholders’ Validation workshop that allowed finalizing the project internal logic, the components’ strategies, and the work plans over the next 3 years. During the implementation phase, UNIDO will mobilize the services of a national technical advisor. In addition, two local implementation coordinators will be associated to the UNIDO component.

The horticulture component of the project is supporting the tea, ginger, and avocado value chain (Output 1), as well as functions of the quality infrastructure (Output 2 on laboratories, certification, and standards). For Output 1, the project will sub-contract most of the delivery of capacity building to local value chain players, to the Myanmar Tea and Avocado associations, and to development organizations (agriculture, management, food safety, etc.). In parallel to these subcontracts, UNIDO team will organize events, workshops, consultation and other field activities to build up linkages with the tourism industry, promote the use of GAP and quality standards, and facilitate market connections. Activities for Output 2 will mostly include technical assistance interventions prepared by the technical advisor as well as meetings and events with the project stakeholders.

**Duty Station**: Taunggyi, Myanmar

**Approximate Duration**: 6 months (with possibility of extension)

### Main Functions

The National Technical Advisor (NTA) will be primary point of contact of the UNIDO Project Manager based in the Headquarters in Vienna (Austria) and is expected to liaise closely and report on the project progress. The National Technical Advisor will identify, facilitate, coordinate, monitor, and report on the activities being implemented in Southern Shan State. The NTA must maintain close work relationships and share information with the UNOPS Coordinator and Project Management Unit in Taunggyi, the concerned Government offices (such as DOA Southern Shan State), with the MFFVP coordinator, with the ILO Vision Zero Fund project, and with all sub-contractors.

Under the overall supervision of the Project Manager (HQ) and working with the other project stakeholders, the NTA will carry out the following duties:

1. **Project Implementation**
   - Provide technical leadership in all horticulture issues.
   - Maintain and manage the project plan.
   - Manage the day-to-day implementation of the project, including the supervision of the local coordinators.
   - Follow up the delivery of inputs and monitor achievement of the expected results and the planned work plan; maintain all project records, and regularly update them.
   - Prepare or review project documentation to initiate implementation activities, including recommendations, terms of references and technical specifications.
   - Ensure the technical evaluation of received offers according to UNIDO rules and regulations.
   - Monitor and facilitate the proper delivery of all procured equipment, its storage and distribution to beneficiaries.
   - Ensure constant monitoring and analysis of the project environment, and provide feedback to UNIDO HQ in undertaking timely adjustments for the project.
   - Take an active role in the coordination and preparation of governance meetings upon request from the UN Coordinator; providing relevant information and documents.

2. **Field Work**
   - Liaise with implementation partners (IP), to review their work plan.
   - Travel intensively within the project area to provide advice and assistance to the IP when needed to strengthen their capacities (GAP, TOT, management, etc.)
   - Ensure skills transfer and capacity development of personnel when needed.
• Prepare and facilitate events and meetings related to business linkages, promotion and other activities, including their logistics aspects (venue rental, catering, invitations, etc.)
• Monitor progress and verify the efficiency of capacity building activities organized by IP.

3. Advocacy and Communication:
• Undertake advocacy and information, communication and knowledge management, in particular contribute to preparing project information documents, including through translation.
• Initiate visibility and communication activities, brochures, events, media release throughout the project.

4. Technical and Financial Monitoring:
• Conduct monitoring of the activities using appropriate tools with output verifiable indicators.
• Prepare monthly progress reports, including the activities carried out, the achievements, analysis of lessons learned and recommendations.

5. Project Governance
• Provide inputs to the organization of Steering Committee meetings in accordance with requirements of the Administrative Agreement and project document.
• Prepare mid-year and year-end reports to the Donor based on relevant specifications and any other reports as may be required from time-to-time.
• Carry out any other assignments related to a timely and effective implementation of the project as requested by the Project Manager.

6. Support and Facilitate in-coming Missions
• Facilitate and support incoming mission of UNIDO Officials and international experts contracted in terms of the project
• Facilitate monitoring and evaluation exercises by independent UN and/or Donor teams.

7. Stakeholder Management
• Maintain the required relations and exchange of information with concerned government departments, other organizations and NGOs in the interest of the project, including the main project stakeholders.

8. Final Report
• Prepare a final report of the activities carried out during the assignment.

Core Competencies:
WE LIVE AND ACT WITH INTEGRITY: work honestly, openly and impartially.
WE SHOW PROFESSIONALISM: work hard and competently in a committed and responsible manner.
WE RESPECT DIVERSITY: work together effectively, respectfully and inclusively, regardless of our differences in culture and perspective.
WE FOCUS ON PEOPLE: cooperate to fully reach our potential—and this is true for our colleagues as well as our clients. Emotional intelligence and receptiveness are vital parts of our UNIDO identity.
WE FOCUS ON RESULTS AND RESPONSIBILITIES: focus on planning, organizing and managing our work effectively and efficiently. We are responsible and accountable for achieving our results and meeting our performance standards. This accountability does not end with our colleagues and supervisors, but we also owe it to those we serve and who have trusted us to contribute to a better, safer and healthier world.
WE COMMUNICATE AND EARN TRUST: communicate effectively with one another and build an environment of trust where we can all excel in our work.
WE THINK OUTSIDE THE BOX AND INNOVATE: To stay relevant, we continuously improve, support innovation, share our knowledge and skills, and learn from one another.

Managerial Competencies:
WE ARE STRATEGIC, DECISIVE, PRINCIPLED AND INSPIRATIONAL: As managers, we are strategic and fair in driving our team’s performance. As leaders, we are a source of inspiration, stand for norms and standards established in the UN Charter and duty bound to defend these ideals with a principled approach.
WE ARE INCLUSIVE AND ACCOUNTABLE: As managers, we are inclusive in our approach and maintain constructive engagement with all our stakeholders. As leaders, we embrace all personnel and stakeholders and are accountable mutually within UNIDO, within the system, to beneficiaries and the public and beyond.
WE ARE MULTI-DIMENSIONAL AND TRANSFORMATIONAL: As managers, we go beyond conventional methods to help our organizational units strengthen their own agility and adaptability to change. As leaders in the UN system, we have a vision which is integrated and engaged across the pillars of Peace and Security, Human Rights and Development.
WE ARE COLLABORATIVE AND CO-CREATIVE: As managers, we foster a team spirit and create meaningful opportunities to hear the voices of those around us, while realizing that only by working together can we accomplish our mission. As leaders we see the inter-dependency of imperatives of the UN Charter and personally champion a collaborative inter-agency, multi-stakeholders and cross-thinking approach.
Minimum Requirements

Education:
Advanced university degree in Engineering/Science/Technology/Economics/Business Administration or other relevant discipline.

UNIDO Languages:
Fluency in written and spoken English is required. Knowledge and/or working knowledge of other languages used in the Shan State is also required.

Field of Expertise:
- Minimum three (3) years national/international experience in the domain of horticulture and organization and support to producers;
- Minimum three (3) years solid work experience and skills in project planning and implementation of technical assistance activities;
- Knowledge of UNIDO project implementation modalities would be an asset.

This appointment is limited to the specified project(s) only and does not carry any expectation of renewal.

Employees of UNIDO are expected at all times to uphold the highest standards of integrity, professionalism and respect for diversity, both at work and outside. Only persons who fully and unconditionally commit to these values should consider applying for jobs at UNIDO.

All applications must be submitted online through the Online Recruitment System.
Correspondence will be undertaken only with candidates who are being considered at an advanced phase of the selection process.

Visit the UNIDO web site for details on how to apply: www.unido.org

Notice to applicants:
UNIDO does not charge any application, processing, training, interviewing, testing or other fee in connection with the application or recruitment process. If you have received a solicitation for the payment of a fee, please disregard it. Vacant positions within UNIDO are advertised on the official UNIDO website. Should you have any questions concerning persons or companies claiming to be recruiting on behalf of UNIDO and requesting payment of a fee, please contact: recruitment@unido.org