



UNITED NATIONS RELIEF AND WORKS AGENCY  
FOR PALESTINE REFUGEES IN THE NEAR EAST  
UNRWA



## Senior Female Talent Pool

### Finance, P-4



<b>Deadline for Applications</b>	31 December 2019
<b>Duration</b>	Fixed-term positions of 1 or 2 years, as well as Temporary Appointments
<b>Duty Station(s)</b>	Amman / Beirut / Jerusalem / Gaza / Damascus
<b>Vacancy Announcement Number</b>	19-VS-TP-05

UNRWA, the largest United Nations operation in the Middle East with over 30,000 staff working across five areas of operation, is looking for highly committed senior female professionals wishing to make a change.

#### UNRWA Gender Parity strategic objectives

UNRWA is committed to achieving and sustaining gender parity at all levels of staffing. In line with the United Nations Secretary-General's system-wide strategy on gender parity and UNRWA's own Gender Equality Strategy 2016-2021, we have put in place an HR Action Plan to achieve gender parity at all levels of staffing by 2021.

One of the specific measures UNRWA has adopted to achieve parity is the establishment of Senior Female Talent Pools from P-4 to D-2 levels, to ensure a pipeline of qualified female professionals for both programmatic and support areas from middle to senior management.

#### How do Senior Female Talent Pools work?

The Senior Female Talent Pools are open year-round to enable professionals to express their interest in employment with UNRWA in a particular domain. The expressions of interest received will be reviewed regularly by our recruiters with a view to:

- Contacting qualified professionals regarding vacancies that match their profile
- Augmenting shortlists for advertised vacancies where there is an insufficient number of qualified female candidates
- Sourcing candidates for a second selection exercise where a regular recruitment process has not filled an advertised vacancy
- Sourcing candidates for temporary opportunities
- Creating rosters of pre-approved candidates who can be considered for existing/upcoming vacancies through a truncated recruitment process

FINANCE

## Do you want to make a lasting difference?

If you are looking for a rewarding opportunity to make a tangible difference for one of the most vulnerable communities in the world, we would like to hear from you. UNRWA regularly recruits Finance professionals with international experience for a range of specialized posts at headquarter or field level, including for projects and emergencies. For the Finance Talent Pool, UNRWA invites expressions of interest from interested female professionals with substantial experience in results-based budgeting, accounting, treasury management, International Public Sector Accounting Standards (IPSAS) conversion, etc.

### Conditions of service

UNRWA offers an attractive compensation package including annual salary starting at **\$71,332** net tax free with post adjustment of **(Jordan 44%, West Bank and Gaza 55.2%, Lebanon 49.1% and Syria 35.2%, all are subject to change without notice)**. All UNRWA duty stations (with the exception of Gaza and Syria) are family duty stations. Other benefits, subject to eligibility, include:

- ✓ Dependency allowances
- ✓ Rental subsidy
- ✓ Education grant for children
- ✓ Home leave travel
- ✓ 6 weeks (30 working days) annual leave
- ✓ Pension fund entitlements under the UN Joint Staff Pension Fund
- ✓ International health insurance; optional life insurance
- ✓ Disability protection

Additional benefits available to staff working in Gaza:

- ✓ Hardship allowance
- ✓ Non-family service allowance
- ✓ R&R leave (currently every 8 weeks)
- ✓ Family visit travel
- ✓ Support for settling-in of staff members' families in nearby locations\*

While Gaza is a **non-family duty station**, eligible staff members may set up a second household in a nearby location to have their family nearby. However, Gaza remains the official duty station with any travel outside the duty station being subject to management approval and in accordance to office practices to ensure international staff presence in Gaza at all times.

Additional benefits available to staff working in Syria:

- ✓ Danger pay
- ✓ Hardship allowance
- ✓ Non-family service allowance
- ✓ Family visit travel
- ✓ Rest and recuperation leave every 4 weeks (subject to change without notice)

**Education** Advanced university degree (Master's or equivalent) from an accredited educational institution in finance, business administration, banking/investment or related subject; a first level university degree with a relevant combination of experience in a related area may be accepted in lieu of the advance university degree;

**Work experience** At least eight years of experience, in the application of the knowledge acquired in the degree, including three years at the international level in a senior supervisory position, in a large international, governmental or commercial organization in accounting systems, policies, financial reporting and accounting standards development, programme planning, budgeting or other related financial work;  
Experience should include application and exposure to computer based financial systems, and two years of relevant international experience outside one's home country;

**Language(s)** Excellent command of written and spoken English.

### How to submit an expression of interest

To submit an expression of interest for this Senior Female Talent Pool, please register at <http://jobs.unrwa.org> by creating a personal profile and completing UNRWA Personal History Form. **The United Nations does not charge fees at any stage of the recruitment process. The United Nations does not concern itself with information related to bank accounts.**

## **General information**

UNRWA staff are expected to uphold the highest standards of integrity, neutrality and impartiality at all times. This includes respect for and commitment to human rights, diversity, and non-violent means of dealing with all kinds of conflict. Only persons who fully and unconditionally commit to these values should consider applying for UNRWA jobs. UNRWA is a non-smoking work environment.

The retirement age for staff entering or re-entering service in the UN Common System after 1 January 1990 is 62 and 65 after 1 January 2014. For external applicants, only those who are expected to complete a term of appointment will normally be considered.

The Agency reserves the right not to make an appointment, to make an appointment at a lower grade, or to make an appointment with a modified job description.

Date of issue: 19 December 2018/FD

**Gender Equality**

