



World Meteorological Organization
Organisation météorologique mondiale

Secrétariat
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Weather • Climate • Water
Temps • Climat • Eau

VACANCY NOTICE NO: 2226
DEADLINE FOR APPLICATION: 6 March 2023

POST	GRADE	DUTY STATION	COMMENCEMENT OF DUTY	NATURE OF APPOINTMENT
Project Officer (Integrated energy services)	P3	Geneva, Switzerland	To be determined	Fixed-term - 1 year
ORGANIZATIONAL UNIT				
Applied Climate Science (ACS) Division, Climate Services (CS) Branch			WMO is committed to achieving diversity and a balanced workforce. Applications are welcome from qualified women and men, including those with disabilities. The statutory retirement age after 1 January 2014 is 65. For external applicants, only those who are expected to complete the term of appointment will normally be considered.	
Services Department				
DUTIES AND RESPONSIBILITIES			QUALIFICATIONS	
<p>Under the supervision of the Head, Applied Climate Science (ACS) Division and the Director, Climate Services (CS) Branch, the incumbent will perform the following duties:</p> <p>(a) Provide integrated energy services with regards to climate and weather applications to the energy sector;</p> <p>(b) Cooperate with relevant colleagues, leading the process of developing and mobilizing resources for new projects in the area of integrated energy services and related services;</p> <p>(c) Plan detailed actions according to annual work plans of the projects;</p> <p>(d) Manage and supervise the project implementation and evaluation across all components. Ensure the successful completion of the projects in accordance with the stated outcomes and performance indicators summarized in the Project Results Framework;</p> <p>(e) Regular communication and coordination with relevant partners, and all interested stakeholders, regarding all project activities;</p> <p>(f) Regular communication with senior WMO management about all project activities. Ensure the coordination with other WMO projects and broad strategic initiatives;</p> <p>(g) Prepare the Annual Work Plans, including monthly targets and deliverables as well as annual spending targets in accordance with the Projects Documents. Track the work outputs throughout the year in light of these Annual Work Plans;</p> <p>(h) Track and manage the projects spending in accordance with the projects budget, as well as WMO rules and procedures, to ensure transparency, responsibility, and timely fulfilment of both programme targets and budget targets;</p> <p>(i) Prepare and submit an annual Project Implementation Reviews and other required progress reports in accordance with applicable requirements, in all required languages;</p> <p>(j) If applicable, coordinate the work of international and national consultants engaged in the project;</p> <p>(k) Supervise the regular data collection and analysis, as well as reporting and, if applicable, public outreach;</p> <p>(l) Provide support during the project evaluations;</p> <p>(m) Monitor events as determined in the Monitoring &</p>			<p>Education Master's degree or equivalent in environmental management, meteorology, climatology, international development or a closely related field.</p> <p>Experience A minimum of five years of progressively responsible experience in project or programme management, administration or related area.</p> <p>Other requirements Good understanding of WMO programmes and activities, including those of international organizations and partners with WMO. Experience with other United Nations organizations and International Finance Institutions. Good planning and managerial skills. Demonstrated team leadership, responsibility, maturity of judgement and own initiative. Excellent qualitative and quantitative skills in communication, analysis, synthesis and computing. Proven interpersonal and communication skills. Proven ability to draft and review documentation. Ability to work in a multicultural environment and to foster diversity and team spirit.</p> <p>Languages Excellent knowledge of English (both oral and written). Knowledge of other official languages of the Organization would be an advantage.</p> <p>(Note: The official languages of the Organization are Arabic, Chinese, English, French, Russian and Spanish.)</p>	

Communication Plan, and update the plan as required;

(n) Monitor financial resources and accounting to ensure accuracy and reliability of financial reports;

(o) Carry out other relevant duties as required.

The Secretary-General may appoint a candidate at a grade below the advertised grade of the post, with the possibility of promotion to that grade within three years of appointment, subject to satisfactory appraisal of performance.

Possibility of renewal subject to the availability of funds and pending satisfactory performance after an initial probationary period of one year which can be extended up to a maximum of two years.

SALARY AND ALLOWANCES

Annual net base salary on initial appointment is: US\$ 62692

Annual post adjustment on initial salary is: US\$ 47144 (in addition to the net base salary)

Additional Information:

Only applicants in whom WMO has a further interest will be contacted.

Shortlisted candidates may be required to sit a written assessment and/or an interview.

THIS IS AN EXTRABUDGETARY POST.

Date of issue of vacancy notice: 6 February 2023