

No. O-Int/Circular/2025
भारत सरकार / Government of India
पृथ्वी विज्ञान मंत्रालय / Ministry of Earth Sciences
भारत मौसम विज्ञान विभाग / India Meteorological Department
मौसम विज्ञान के महानिदेशक का कार्यालय / Office of the Director General of
Meteorology
मौसम भवन, लोदी रोड़ / Mausam Bhavan, Lodi Road
नई दिल्ली-110003 (भारत) / New Delhi - 110003 (India)

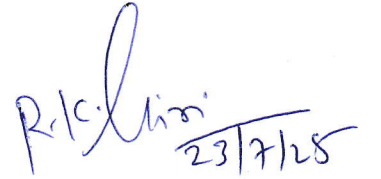
Dated: 23.07.2025

Circular

Subject: WMO Vacancy Notice No. 2367: Technical Architect
WMO Vacancy Notice No. 2368: Regional GEO Liaison Officer
WMO Vacancy Notice No. 2370: Associate Project Officer
WMO Vacancy Notice No. 2281(Re-advetised): Associate
Advocacy and Communications Officer.

WMO Vacancy Notice No. 2281(Re-advetised), 2367, 2368 and 2370
are attached herewith. Interested and eligible IMD officials may apply for the
above mentioned post under intimation to Organisation Division at;

Email: organisation.imdhq@imd.gov.in


23/7/25

Dr. R.K. Giri
Sc.-F (Head Org.)
For DGM



World Meteorological Organization
Organisation météorologique mondiale

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VACANCY NOTICE NO: 2367
DEADLINE FOR APPLICATION: 30 July 2025

POST	GRADE	DUTY STATION	COMMENCEMENT OF DUTY	NATURE OF APPOINTMENT
Technical Architect	P4	Geneva, Switzerland	To be determined	Fixed-term - 1 year
ORGANIZATIONAL UNIT			ORGANIZATIONAL UNIT	
Digital and Technology Services Section (DTS), Controller and Management Services Department (CMS)			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.	
DUTIES AND RESPONSIBILITIES			QUALIFICATIONS	
<p>Under the supervision of the Chief, DTS Section, the incumbent will be responsible for the following duties:</p> <ul style="list-style-type: none"> - Lead the design, integration, and evolution of IT solutions, ensuring alignment with enterprise architecture principles, scalability, and interoperability across the organization; responsible for designing the overall architecture including data and technology by establishing architectural blueprints, conducting feasibility analyses, and ensuring integration between legacy and modern systems; - Collaborate with teams responsible for implementing new business solutions and maintaining existing ones to ensure architectural consistency, seamless transitions, and long-term sustainability by reviewing project documentation, advising on architectural choices, and ensuring adherence to reference architecture standards; - Support project delivery by promoting enterprise architecture principles and providing strategic guidance on technology decisions, working in close collaboration with internal teams to ensure seamless integration and alignment with long-term objectives; may need to run projects or support operations by participating in project boards, drafting architectural input, and troubleshooting integration or scalability challenges; - Evaluate and recommend technology frameworks, standards, and best practices to optimize performance, security, and cost-efficiency by conducting comparative assessments, benchmarking solutions, and maintaining a library of endorsed tools and technologies; regularly review existing implementation against this framework to ensure relevance and currency; - Ensure data integration, system interoperability, and overall data quality to enable automation, analytics, and business intelligence initiatives by designing shared data models, advising on APIs and data flows, and collaborating with data governance stakeholders; - Provide guidance on enhancements, integrations, and upgrades for existing solutions while ensuring compliance with IT governance frameworks by participating in change advisory boards, documenting architectural impacts, and ensuring traceability to approved standards; - Promote enterprise architecture thinking, promote innovation, develop policies and reference architectures, and support the adoption of new technologies including promoting reusable components, shared services, and standardized technology frameworks across different IT solutions by leading knowledge-sharing sessions, creating policy documents, and identifying synergies among ongoing initiatives; 			<p>Education Master's degree or equivalent in computer science, software engineering, information technology, or a related field. A first-level university degree with two additional years of experience may be accepted in lieu of the advanced degree.</p> <p>Experience At least seven (7) years of progressively responsible experience in enterprise architecture, solution design, or systems integration. Proven experience in designing complex IT systems, advising digital transformation initiatives, and working in multi-vendor or federated environments is required. Experience with cloud-native architectures, data modelling, and UN/NGO systems is desirable.</p> <p>Other requirements Technical and Professional Skills - Expert knowledge of enterprise architecture methodologies (e.g., TOGAF); - Experience with digital platforms, APIs, cloud architecture, and data integration frameworks; - Experience designing scalable, interoperable, and secure IT systems; - Ability to translate complex technical concepts into actionable guidance and documentation.</p> <p>Managerial and Interpersonal Skills - Strong analytical, strategic thinking, and planning capabilities; - Ability to work across departments and drive consensus in complex technical environments; - Excellent communication and presentation skills for both technical and executive audiences; - Strong organizational skills with the ability to manage multiple concurrent priorities.</p> <p>Other Desirable Attributes - Experience working within the UN system or international organizations; - Familiarity with IT governance mechanisms and digital transformation frameworks; - Openness to innovation and a commitment to continuous learning.</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>	

- Review system performance, address technical challenges, and recommend improvements to enhance efficiency and scalability by conducting architectural reviews, identifying bottlenecks or technical debt, and proposing action plans or redesigns;
- Engage with internal and external stakeholders, provide technology advisory services, and support expert meetings, discussions, and training initiatives; run or participate in projects as needed by drafting technical briefs, presenting architectural options, and participating in expert groups or external reviews;
- Carry out other relevant duties as required.

This post is funded from extra-budgetary funding.

SALARY AND ALLOWANCES

Annual net base salary on initial appointment is: US\$ 84672

Annual post adjustment on initial salary is: US\$ 72479 (in addition to the net base salary)

Additional Information:

Applications should be made online through the WMO e-recruitment system at <https://erecruit.wmo.int/public/>. Do not send your application via multiple routes. Only applicants in whom WMO has a further interest will be contacted. Shortlisted candidates may be required to sit a written test and/or an interview.

Date of issue of vacancy notice: 8 July 2025



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VACANCY NOTICE NO: 2368
DEADLINE FOR APPLICATION: 30 July 2025

POST	GRADE	DUTY STATION	COMMENCEMENT OF DUTY	NATURE OF APPOINTMENT
Regional GEO Liaison Officer	P3	Geneva, Switzerland	1 September 2025 or as soon as possible thereafter	Fixed-term - 1 year
ORGANIZATIONAL UNIT				
Group on Earth Observations Secretariat			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.	
DUTIES AND RESPONSIBILITIES			QUALIFICATIONS	
<p>The Group on Earth Observations (GEO) is an intergovernmental partnership focused on advancing access to Earth intelligence for informed decision-making.</p>			<p>Education Master's degree (or equivalent) in Environmental Sciences and Management, Climate Sciences and Management, Geography, Remote Sensing, or a related field. A first-level university degree in combination with two (2) additional years of relevant experience may be accepted in lieu of the advanced university degree.</p>	
<p>Regional GEOs-AfriGEO (Africa), AmeriGEO (Americas), AOGEO (Asia-Oceania), and EuroGEO (Europe)-act as regional coordination platforms. They identify regional needs and align them with GEO's global priorities to bridge local and global efforts effectively.</p>			<p>Experience Minimum of five (5) years of progressively responsible experience in Earth Observation, environmental management, or related fields.</p>	
<p>This position is established to contribute to the implementation of the strategy to engage with the Regional GEOs to support their activities and promote GEO's mission in their respective regions. The role will have a focus on EuroGEO while also supporting coordination across all Regional GEOs.</p>			<p>At least one (1) year of experience in a UN, intergovernmental, or similar multilateral environment is required.</p>	
<p>Under the supervision of the Chief of Member Services, the incumbent will operate independently and perform the following tasks:</p>			<p>Demonstrated experience in stakeholder coordination, especially with EO-based initiatives, is highly desirable.</p>	
<p>ENGAGEMENT WITH REGIONAL GEOs (Approx. 60%)</p>			<p>Familiarity with European EO infrastructures such as Copernicus and experience with operationalization of EO services is an asset.</p>	
<p>-Contribute to the coordination of GEO Secretariat engagement with Regional GEO Secretariats or Co-Chairs (AfriGEO, AmeriGEO, AOGEO, EuroGEO);</p>			<p>An established network with regional/international stakeholders is a strong advantage.</p>	
<p>-Participate on behalf of the GEO Secretariat in Regional caucus' governance meetings and events, as appropriate, and provide substantive input to the planning and execution of Regional GEO events for strategic alignment;</p>			<p>Other requirements</p>	
<p>-Plan and organize inter-regional engagement, including quarterly virtual meetings and an annual in-person coordination event, in alignment with major GEO milestones (e.g., GEO Global Forum or Symposium);</p>			<p>- Strong strategic thinking, planning, and organizational skills.</p>	
<p>-Prepare agendas, background documentation, talking points, meeting summaries, and action item trackers for all inter-regional meetings;</p>			<p>- Excellent interpersonal and negotiation skills with diplomatic tact.</p>	
<p>- Suggest recommendations on policy, operational improvements, and cross-regional priorities contributing to the implementation of the post-2025 GEO Strategy, and the GEO Work Programme, based on analysis of key challenges and gaps affecting Regional GEOs;</p>			<p>- High proficiency in drafting technical and policy materials.</p>	
<p>- Draft documentation such as internal briefs, talking points, policy notes, and meeting summaries with actionable recommendations for senior management;</p>			<p>- Familiarity with Microsoft Office tools and digital collaboration platforms.</p>	
<p>- Liaise with and support Regional GEOs in strengthening partnerships with GEO Members and partners from the private sector to mobilize financial and in-kind contributions;</p>			<p>- Ability to manage multiple complex tasks and projects independently.</p>	
<p>- Support visibility and dissemination efforts for Regional GEOs, coordinating with the communications team to raise the profile of</p>			<p>- Cultural sensitivity and commitment to working in a diverse, multidisciplinary environment.</p>	
			<p>Languages</p>	
			<p>Fluency in English (both oral and written) is required. Knowledge of another UN language is an asset. Note: The working language of the GEO Secretariat is English.</p>	
			<p>(Note: The official languages of the Organization are Arabic, Chinese, English, French, Russian and Spanish.)</p>	

regional initiatives.

EUROGEO COORDINATION AND OUTREACH (Approx. 40%)

- Coordinate the implementation of the EuroGEO Implementation Plan and foster stronger links with Horizon Europe-funded projects aligned with the GEO Work Programme, facilitating the development and integration of Earth Intelligence products in line with the Research-to-Operations (R2O) approach;
- Strengthen cooperation between European and non-European GEO stakeholders, facilitating knowledge exchange and operational uptake of European EO contributions;
- On behalf of GEO Management, liaise with strategic European partners, including the European Commission, European Space Agency, Destination Earth, and the EU Space Programme, ensuring alignment of efforts with GEO's global mandate;
- Contribute to planning efforts for European Caucus meetings and related engagement activities by the European Commission, ensuring representation of GEO Secretariat, participation of key stakeholders and alignment with regional strategic objectives;
- Encourage the development of capacity-building tools by technical partners, including training materials, toolkits, and webinars that promote the operational integration of European EO assets in GEO initiatives;
- Contribute to communications and advocacy for increased visibility and policy relevance of European contributions to GEO (e.g. through blogs, interviews).

OTHER RELATED TASKS

- Perform other related duties as assigned by the supervisor, contributing to the overall success of the Secretariat.

SALARY AND ALLOWANCES

Annual net base salary on initial appointment is: US\$ 70212

Annual post adjustment on initial salary is: US\$ 60101 (in addition to the net base salary)

Additional Information:

Applications should be made online through the WMO e-recruitment system at <https://erecruit.wmo.int/public/>. Do not send your application via multiple routes. Only applicants in whom GEO has a further interest will be contacted. Shortlisted candidates may be required to sit a written test and/or an interview.

Date of issue of vacancy notice: 8 July 2025



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VACANCY NOTICE NO: 2370
DEADLINE FOR APPLICATION: 11 August 2025

POST	GRADE	DUTY STATION	COMMENCEMENT OF DUTY	NATURE OF APPOINTMENT
Associate Project Officer	P2	Geneva, Switzerland	To be determined	Fixed-term - 1 year

ORGANIZATIONAL UNIT Project Development and Management Unit (PDMU) Development Partnerships Office (DPO)	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.
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DUTIES AND RESPONSIBILITIES Under the supervision of the Head, Project Development and Management Unit (PDMU) and under guidance of the Project Officer in charge, the Associate Project Officer will mainly support the implementation and delivery of projects around the world, but especially in the Middle East and North Africa (MENA) region, and Djibouti. The incumbent will perform the following duties: (a) Support project activities on a day-to-day basis, with the responsibility of ensuring that the project produces the results specified in the project work plan within the specified constraints of time and cost; (b) Review project components, develop project budget and timelines, assess delivery issues and work with national counterparts to build common understanding and coordination on projects activities; (c) Track and manage project expenditures in accordance with the project budget, as well as WMO rules and procedures, to ensure transparency, responsibility and timely fulfillment of both project targets and budget targets; (d) Track and manage project risks, identify emerging risks, address project delays, propose and implement mitigation measures as needed; (e) Maintain regular communication with the project implementing partners and key stakeholders, ensuring their active participation, involvement and support of the project's objectives and activities; (f) Prepare, manage and track various contracts issued to ensure timely work completion per schedule and disbursements; (g) Maintain accurate data and information to facilitate monitoring and evaluation of project and service activities, and to institutionalize and disseminate knowledge; (h) Support the preparation of project reports and documents and ensure compliance with contractual obligations; (i) In cooperation with relevant colleagues, support the process of developing and mobilizing resources; (j) Participation in meetings and events related to the project; (k) Carry out other relevant duties as required.	QUALIFICATIONS Education Master's degree or equivalent in natural sciences, meteorology, climatology, international relations/international development, business administration or a closely related field. A first- level university degree in combination with two (2) additional years of qualifying experience may be accepted in lieu of the advanced university degree. Experience - A minimum of two years of combined national and international progressively responsible experience in project or programme management with development assistance projects or related area. - Experience working in the MENA region is an advantage. Other requirements - Experience in disaster risk reduction (DRR), climate services, Multi-hazard Early Warning Systems (MHEWS), capacity building and climate information in decision-making. - Knowledge of weather, water, climate-related activities of the World Meteorological Organization (WMO) and/or other United Nations agencies is highly desirable and would be an advantage. - Strong sense of responsibility, maturity of judgement, and initiative. - Experience in writing and revising technical documents and reports. - Good analytical and communication skills. - Ability to work in a multicultural environment and to foster diversity and team spirit. Languages Excellent knowledge of English and French (both oral and written) is required. Knowledge of Arabic would be an advantage. (Note: The official languages of the Organization are Arabic, Chinese, English, French, Russian and Spanish.)
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This position is funded from extrabudgetary resources. The appointment and its duration are limited to one year. Conversion to another type of appointment is not possible.

SALARY AND ALLOWANCES

Annual net base salary on initial appointment is: US\$ 55163

Annual post adjustment on initial salary is: US\$ 50033 (in addition to the net base salary)

Additional Information:

Applications should be made online through the WMO e-recruitment system at <https://erecruit.wmo.int/public>. Do not send your application via multiple routes. Only applicants in whom WMO has a further interest will be contacted. Shortlisted candidates may be required to sit a written test and/or an interview.

Date of issue of vacancy notice: 22 July 2025



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VACANCY NOTICE NO: 2281 (Re-advertised)
DEADLINE FOR APPLICATION: 17 August 2025

POST	GRADE	DUTY STATION	COMMENCEMENT OF DUTY	NATURE OF APPOINTMENT
Associate Advocacy and Communications Officer	P2	Geneva, Switzerland	To be determined	Fixed-term - 2 years
ORGANIZATIONAL UNIT				
The Systematic Observations Financing Facility (SOFF) Secretariat.			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.	
DUTIES AND RESPONSIBILITIES			QUALIFICATIONS	
<p>Under the overall guidance of the SOFF Secretariat Deputy Director and Head of Partnerships, the incumbent will perform the following duties:</p> <p>1) SOFF POSITIONING AND ADVOCACY:</p> <ul style="list-style-type: none"> - Consolidate and analyse information, contribute to technical papers and briefing materials on policy issues about SOFF positioning within the global climate finance architecture, including SOFF collaboration and complementarity with the Green Climate Fund, Global Environment Facility, Climate Investment Funds, Adaptation Fund and the CREWS initiative. - Prepare substantive inputs to the development of SOFF strategies, scenarios and options, supporting policy formulation specifically around the UNFCCC and COP process. - Support preparation and provide input for documents for the SOFF Steering Committee meetings. - Leverage opportunities to position SOFF through flagship reports and hydromet related events led by SOFF co-founders WMO, UNDP and UNEP and partners, and support SOFF positioning in strategic initiatives such as the UN Early Warnings for All initiative. <p>2) SOFF COMMUNICATION:</p> <ul style="list-style-type: none"> - Lead implementation of the SOFF communication strategy and regularly update it in line with the SOFF resource mobilization and outreach strategy, laying out SOFF engagement with relevant stakeholders and respective activities to maximize SOFF visibility at specific events. - Liase with SOFF Steering Committee Members and the SOFF co-founders for efficient and aligned communication including press releases and provide talking points for Seniors and VIPs. - Keep the broad range of stakeholders up to date and provide them with latest developments, strategies, and key communication messages. - Produce, write and design tailored communication material and multimedia products, including for effective storytelling to ensure SOFF operations are properly promoted. - Manage SOFF social media accounts, track and monitor performance with data/analytics. - Maintain and keep the SOFF website up to date. <p>3) EVENT MANAGEMENT:</p> <ul style="list-style-type: none"> - Lead on the design and organization of SOFF-related activities at international events including UNFCCC COP and UNGA, including managing preparation of logistics and management on site covering report launches, press conferences, interviews, media coverage. - Liase with SOFF co-founders for effective cross-promotion during high-level events, such as UNGA or COP. <p>4) OTHER DUTIES:</p> <ul style="list-style-type: none"> - Manage consultants and/or interns and external service 			<p>Education</p> <p>Master's degree or equivalent in communication, journalism, social or political sciences, international relations, or related area. A first level university degree in combination with two (2) additional years of qualifying experience will be accepted in lieu of a master's degree.</p> <p>Experience</p> <ul style="list-style-type: none"> - A minimum of two years of professional experience in communications at international level, ideally in the area of climate change. - Knowledge about the UNFCCC intergovernmental process, the work of the United Nations on climate change issues and about international climate finance desirable. - Prior experience with United Nations entities or climate/development organizations is considered an asset. <p>Other requirements</p> <ul style="list-style-type: none"> - Demonstrated ability to plan, organize and manage multiple workloads. - Knowledge of social media and ability to produce and design tailored communication material and multimedia products. - Ability to identify global developments in climate diplomacy, financing facilities and communication trends. - Ability to lead projects including various stakeholders. - Excellent writing skills and demonstrated ability to draft written products clearly, concisely and meaningfully. - Excellent knowledge of Microsoft Office 365 applications; Adobe Photoshop, InDesign and Illustrator highly desirable. - Excellent communication, organizational and interpersonal skills. - Ability to work in a multicultural environment and to foster diversity and team spirit. <p>Languages</p> <p>Excellent knowledge of English (both oral and written) and working knowledge of French. 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>	

providers as required.
- Perform other duties as required.

This post is funded from extra budgetary funding.

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\$ 55163

Annual post adjustment on initial salary is: US\$ 50033 (in addition to the net base salary)

Additional Information:

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

Date of issue of vacancy notice: 18 July 2025