

Posting Title : Economic Affairs Officer,P4  
Job Code Title : ECONOMIC AFFAIRS OFFICER  
Department/ Office : Economic Commission for Latin America and the Caribbean  
Location : SANTIAGO  
Posting Period : 22 August 2018-5 October 2018  
Job Opening number : 18-ECO-ECLAC-102468-R-SANTIAGO (R)  
Staffing Exercise : N/A

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**United Nations Core Values: Integrity, Professionalism, Respect for Diversity**

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### **Org .Setting And Reporting**

This position is located in the Natural Resources and Infrastructure Division. The Economic Affairs Officer reports to the Chief of Division. The Economic Commission for Latin America and the Caribbean is one of the five regional Commissions of the United Nations. It was founded in 1948 with the purpose of contributing to the region's economic and social development. Its mission includes the design, monitoring and evaluation of public policies and the provision of advisory services, expertise and training to Governments, as well as support for regional and international cooperation and coordination activities. Please visit our website at [www.eclac.org](http://www.eclac.org) for further information.

### **Responsibilities**

Under the overall supervision of Chief of the Division, the Economic Affairs Officer will be responsible for the following duties:

- Economic or sector analysis:
  - Monitors economic developments in the areas of infrastructure, logistics and mobility and identifies recurrent and emerging issues of concern to the United Nations.
  - Designs and conducts studies of selected issues in economic development related to the infrastructure, logistics and mobility services and draft resulting reports.
  - Interprets and applies results of econometric modelling to analysis of economic prospects and policies.
  - Develops draft policy recommendations pertaining to the infrastructure development and logistics and mobility policies.
  - Formulates proposals for development strategies, policies and measures for presentation to intergovernmental bodies and others.
  - Attends international, regional, and national meetings to hold discussions with representatives of other institutions.
  - Organizes expert group meetings, seminars, etc. on development issues.
  - Prepares speeches and other inputs for presentations by senior staff.
- Intergovernmental support
  - Provides substantive support on economic issues related to infrastructure, logistics and mobility services to intergovernmental bodies
  - Represents

organizational unit at international, regional and national meetings. Technical cooperation:• Designs and monitors technical cooperation projects. • Undertakes missions to member states, either alone or as a participant in a diverse team, as part of the Organization's technical cooperation activities. • Prepares global, regional, national or sector analyses that provide a basis for advising national governments on economic development issues. • Conducts training seminars and workshops for government officials and others. • Formulates technical modalities for the evaluation of individual technical cooperation projects. General • Acts as the Head of Infrastructure Services Unit • Supports the Unit's staff, reviewing their work and providing feedback. • Participates in intra- and inter-Departmental undertakings of broader concern to represent the views or interests of the organizational unit. • Performs other related duties as required, including a variety of administrative tasks necessary for the final delivery of the work unit's service.; • Undertakes on-the-job and other training activities, both internally and externally.

### **Competencies**

• **Professionalism:** Ability to apply economic theories and concepts in different sectors of economic and sustainable development related to infrastructure, logistics and mobility is required. Ability to conduct independent research on economic topics, determine suitability, validity and accuracy of data provided by different sources and to formulate proposals for development strategies and public policies related to infrastructure, logistics and mobility is required. Ability to identify and develop sources for data collection is required. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work. • **Teamwork:** Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings. • **Planning & Organizing:** Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently. • **Leadership:** Serves as a role model that other people want to follow; empowers others to translate vision into results; is proactive in developing strategies to accomplish objectives; establishes and maintains relationships with a broad range of people to understand needs and gain support; anticipates and resolves conflicts by pursuing mutually agreeable solutions; drives for change and improvements; does not accept the status quo; shows the courage to take unpopular stands. Provides leadership and takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work; demonstrates knowledge of strategies and commitment to the goal of gender balance in staffing. • **Managing Performance:** Delegates the

appropriate responsibility, accountability and decision-making authority; makes sure that roles, responsibilities and reporting lines are clear to each staff member; accurately judges the amount of time and resources needed to accomplish a task and matches task to skills; monitors progress against milestones and deadlines; regularly discusses performance and provides feedback and coaching to staff; encourages risk-taking and supports creativity and initiative; actively supports the development and career aspirations of staff; appraises performance fairly.

### **Education**

Advanced university degree (Master's degree or equivalent) in economics, engineering or related field. A first-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree. Phd degree in the related areas will be considered as an asset.

### **Work Experience**

A minimum of seven years of progressively responsible experience in economic research and analysis, policy formulation, application of economic principles in development programmes or related area is required. Experience in providing technical assistance in the context of international cooperation is required. Experience in working on sustainability and technological issues in infrastructure, logistics and mobility is desirable. At least three years of working experience managing a team is desirable. At least three years of working experience in designing and managing projects of international cooperation is desirable. Relevant experience in Latin America and the Caribbean is desirable.

### **Languages**

English and French are the working languages of the United Nations Secretariat. For this position, fluency in Spanish and in English is required. NOTE: "Fluency" equals a rating of "fluent" in all four areas (speak, read, write, and understand) and "Knowledge of" equals a rating of "confident" in two of the four areas.

### **Assessment**

Evaluation of qualified candidates may include an assessment exercise which may be followed by competency-based interview.

### **Special Notice**

- Staff members are subject to the authority of the Secretary-General and to assignment by him or her. In this context, all staff are expected to move periodically to new functions in their careers in accordance with established rules and procedures.- A staff member holding a temporary appointment in the General Service or related categories may only apply to positions within those categories. For full information on eligibility requirements, please refer to section 5 of ST/AI/2010/4Rev.1 on Temporary Appointments.- The United Nations Secretariat is committed to achieving 50/50 gender balance in its staff. Female candidates are strongly encouraged to apply for this position. ECLAC is fully committed to the implementation of the UN system-wide strategy on Gender Parity introduced by the

Secretary-General in September of 2017.- A staff member holding a temporary appointment who is recruited in the Professional and above categories, on a temporary appointment, and placed on a position authorized for one year or longer may not apply for or be reappointed to his/her current position within six months of the end of his/her current service. For full information on eligibility requirements, please refer to section 5 of ST/AI/2010/4Rev.1 on Temporary Appointments.- For this position, applicants from the following Member States, which are unrepresented or underrepresented in the UN Secretariat as of 30 June 2018, are strongly encouraged to apply: Afghanistan, Andorra, Angola, Antigua and Barbuda, Bahrain, Belarus, Belize, Brazil, Brunei Darussalam, Cabo Verde, Cambodia, Central African Republic, China, Comoros, Cyprus, Democratic People's Republic of Korea, Dominica, Equatorial Guinea, Gabon, Grenada, Guinea-Bissau, Indonesia, Islamic Republic of Iran, Japan, Kiribati, Kuwait, Lao People's Democratic Republic, Lesotho, Liberia, Libya, Liechtenstein, Luxembourg, Marshall Islands, Federated States of Micronesia, Monaco, Mozambique, Nauru, Norway, Oman, Palau, Papua New Guinea, Qatar, Republic of Korea, Russian Federation, Saint Lucia, Saint Vincent and the Grenadines, Samoa, Sao Tome and Principe, Saudi Arabia, Solomon Islands, South Sudan, Suriname, Syrian Arab Republic, Thailand, Timor-Leste, Turkmenistan, Tuvalu, United Arab Emirates, United States of America, Vanuatu, Bolivarian Republic of Venezuela.

### **United Nations Considerations**

According to article 101, paragraph 3, of the Charter of the United Nations, the paramount consideration in the employment of the staff is the necessity of securing the highest standards of efficiency, competence, and integrity. Candidates will not be considered for employment with the United Nations if they have committed violations of international human rights law, violations of international humanitarian law, sexual exploitation or sexual abuse, or crimes other than minor traffic offences, or if there are reasonable grounds to believe that they have been involved in the commission of any of these acts. The term "sexual exploitation" means any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another. The term "sexual abuse" means the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions. Due regard will be paid to the importance of recruiting the staff on as wide a geographical basis as possible. The United Nations places no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. The United Nations Secretariat is a non-smoking environment. Applicants are urged to follow carefully all instructions available in the online recruitment platform, *inspira*. For more detailed guidance, applicants may refer to the Manual for the Applicant, which can be accessed by clicking on "Manuals" hyper-link on the upper right side of the *inspira* account-holder homepage. The evaluation of applicants will be conducted on the basis of the information submitted in the application according to the evaluation criteria of the job opening and the applicable internal legislations of the United Nations including the Charter of the United Nations, resolutions of the General Assembly, the Staff Regulations and Rules, administrative issuances and guidelines. Applicants must provide complete and accurate information pertaining to their personal profile and qualifications according to the instructions provided in *inspira* to be considered for the current job opening. No amendment, addition, deletion, revision or modification shall be made to applications that have been submitted. Candidates under serious consideration for selection

will be subject to reference checks to verify the information provided in the application. Job openings advertised on the Careers Portal will be removed at 11:59 p.m. (New York time) on the deadline date.

**No Fee**

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON APPLICANTS' BANK ACCOUNTS.