

# United Nations Mechanism for International Criminal Tribunals

Information Network Assistant, G-5\*

DEADLINE FOR APPLICATIONS	:	07 October 2017
DATE OF ISSUANCE	:	08 September 2017
OFFICE	:	Registry/Communications Service
LOCATION	:	The Hague
JOB OPENING NUMBER	:	2017/MICT/REG/COMM/046-GS

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

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## Organizational setting and Reporting:

This position is located in MICT Web Unit under the supervision of the Head of the Web Unit and the External Relations Officer.

## Responsibilities:

The main responsibilities of the incumbent are to promote the work of the MICT by making records on cases and Mechanism activities transparent, accessible and intelligible, through content updates, assistance to development and maintenance of a multi-site content management system for the MICT website, ICTR and ICTY legacy websites, as well as other web applications and micro-sites.

As an active member of the Web Unit, the incumbent fulfills these goals primarily through the following tasks:

Update, develop, design web pages and maintain their proper functioning; Operate Drupal content management system (CMS) to select, format and publish court documents and other content in the languages used by the International Criminal Tribunals; Assist in development and maintenance of Drupal custom themes and modules; Develop and maintain multimedia products and micro-sites; Assist in development and maintenance of other web applications; Amend HTML5, CSS3, JavaScript and PHP codes; Report and brief supervisors on issues that need to be addressed by external contractors; Follow developments in new media and web technologies, propose and implement their use in order to improve the websites for its users.

## CORE COMPETENCIES

- Professionalism - Excellent technical skills; ability to perform under general supervision a wide range of technical development and maintenance tasks. 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.
- Teamwork – Works collaboratively with colleagues to achieve organisational 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.
- Technological Awareness – Keeps abreast of available technology; understands applicability and limitations of technology to the work of the office; actively seeks to apply technology to appropriate tasks; shows willingness to learn new technology.

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## QUALIFICATIONS

**Education:** High school diploma or equivalent; proficiency in web programming technologies and database management systems.

**Experience:** Minimum 5 years' experience in web design and development; Expert knowledge of HTML5, JavaScript, jQuery, Bootstrap, CSS3, LESS and W3C standards; Demonstrated experience in PHP and MySQL; Working experience with Drupal and other open source Content Management Systems or PHP Frameworks is highly desirable; Understanding of HTTP, REST, and JSON would consider as an asset; Basic knowledge of LAMP stack (Linux, Apache, MySQL, PHP) is desirable; Experience with using Adobe Creative Web Suite.

**Languages:** English/and or French are the working languages of the Mechanism. For the advertised post, English is essential. Knowledge of French and/or Bosnian/Croatian/Serbian is an asset.

## Assessment Method:

There may be a technical test followed by a competency-based interview.

## Special Notice:

The appointment is limited to the Mechanism. \*Appointment of the successful candidate to this position will be subject to budgetary approval. Extension of the appointment is subject to the extension of the mandate and/or the availability of funds. Appointments of staff members in the United Nations are subject to the authority of the Secretary-General.

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## HOW TO APPLY:

### NOTE FOR INTERNAL CANDIDATES:

- 1) Staff at the G-4 and G-5 level are eligible to apply; the requirement for one year post occupancy is applicable.
- 2) Interested staff members must complete the UN Personal History Profile (PHP) form obtainable via personal inspira accounts (in PDF format) or the MICT website. Please submit all documents including the PHP, a Cover Letter, and the last two e-PAS's ELECTRONICALLY AS ONE DOCUMENT to the [RMRecruitment@icty.org](mailto:RMRecruitment@icty.org) in-box. Please indicate the job opening number in the subject line.
- 3) Applicants may have to sit the United Nations Global General Services Test (GGST) as per OHRM instructions.

### NOTE FOR EXTERNAL CANDIDATES:

- 1) External applicants must complete the UN Personal History Profile (PHP) form obtainable from the MICT website ([www.unmict.org](http://www.unmict.org)) and forward electronically AS ONE DOCUMENT to the [RMRecruitment@icty.org](mailto:RMRecruitment@icty.org) in-box. Please indicate the job opening number in the subject line. Applicants may have to sit the United Nations Global General Services Test (GGST) as per OHRM instructions.
- 2) The appointment of the successful candidate will be on a local basis therefore he/she will be responsible for all travel expenses incurred in connection with this recruitment.

### NOTE FOR PREVIOUSLY ROSTERED CANDIDATES

Roster candidates must express their interest and availability for published job openings by submitting an updated PHP and cover letter.

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