**UN-APCICT 정규직 채용공고**

인천 송도 소재 유엔 아시아태평양 정보통신교육원(UN-APCICT)은 아래와 같이 유엔 정규직Information Systems Assistant분야 1명 채용 예정입니다

**선발 기구** : 송도 소재UN-APCICT <https://unapcict.org/>

**선발 분야** : 홈페이지 참조 <https://www.unapcict.org/aboutus/job-opportunities/job-vacancy/information-systems-assistant-g5>

* 직급 : 유엔 정규직 GS-5
* 직무 : Information Systems Assistant

**공고기간 : 3월 22일 – 4월 20일**

**자격 조건**

Education

High school diploma or equivalent is required. University degree in Communication, Media, Computer Science, Information Systems Management, Communication Technology, Educational Technology, or other related field is desirable. An equivalent combination of education, certification and experience in relevant areas is desirable.

Work Experience

A minimum of five years of experience in information systems and programming, systems administration and maintenance, or related area is required.

Experience in the design and management of e-learning materials and courses, management of e-learning and knowledge platforms, and developing or assisting in the delivery of e-learning courses is required.

Experience with developing e-learning design architecture and writing storyboards, and experience in design and authoring tools, programmes, and software (e.g. Articulate Storyline, Rise, Adobe Suite, PowerPoint) is desirable.

Languages

English and French are the working languages of the United Nations Secretariat. For the post advertised, fluency in English is required. Knowledge of another official United Nations language is an advantage.

**직무내용**

* Takes initiative in the planning, specification, design, development, implementation, and maintenance of customized application software systems and online knowledge sharing systems of the Centre.
* Supports the implementation of the Centre’s e-learning strategies, including the APCICT Virtual Academy, by producing high-quality online learning courses and materials. Also supports the creation and maintenance of e-learning course architectures by creating script/storyboard of e-learning courses based on the Centre’s training modules and building prototypes using e-learning authoring tools.
* Manages, maintains, and regularly updates APCICT online platform to ensure that all information is current and relevant.
* Provides support on software development matters, including security, data integrity, and recovery; assists with needs assessment for new systems (including modifications to existing systems); performs ongoing reviews with users and developers and responds to requirements; requests, implements, provides operational support and maintains various applications.
* Works with staff on the definition and specification of requirements; builds, tests and modifies prototype application software based on detailed instructions; installs and maintains software systems.
* Provides technical support on relevant hardware and software systems applications in assigned area.
* Acts as a focal point for receipt and processing of user requests.
* Installs application systems software and hardware according to specifications.
* Maintains regular contact with users and technical staff in user offices and provides support as required.
* Liaises with national partners on the further roll-out of the APCICT Virtual Academy programme as a key ICT for development capacity building programe of APCICT, and for promotion of knowledge sharing platforms.
* Conducts research on new technologies as requested; keeps abreast of developments in the field; assists in testing and evaluating new products and technologies.
* Actively seeks opportunities for integrating the latest information technology tools into APCICT's ICT for development capacity building programmes for improving their reach and impact.
* Performs other related duties as required.

**선발절차** : 서류접수 → 서류심사 → 1차 필기시험 → 2차 면접 → 최종 선발

**지원서접수** : 유엔채용플렛폼 통해서 지원서 제출 <https://careers.un.org/lbw/jobdetail.aspx?id=176802&Lang=en-US>