



INTERNATIONAL CIVIL SERVICE
COMMISSION

COMMISSION DE LA FONCTION
PUBLIQUE INTERNATIONALE

VACANCY ANNOUNCEMENT

Posting Title: Chief, Cost-of-Living Division, D-1
Department/Office: International Civil Service Commission (ICSC)
CCOG code: 1.M.02 (Statistician)
Location: New York
Posting Period: Until 28 February 2023 (cob)
Duration: Two year appointment, initially
Job Opening number: ICSC/1/2023

Organizational Setting and Reporting

This position is located in the secretariat of the International Civil Service Commission (ICSC). The Cost-of-Living Division is responsible for managing and implementing the post adjustment system which helps to ensure that no matter where United Nations common system staff work, their take-home pay has a purchasing power equivalent to that at the base of the system (New York).

The incumbent reports directly to the Executive Secretary of the ICSC and is also guided by the Chair of the Advisory Committee on Post Adjustment Questions (ACPAQ) and the Chair of the ICSC.

Responsibilities

The incumbent:

- (a) Manages the Cost-of-Living Division and develops and plans its work programme:
 - Provides leadership in managing the operation of the post adjustment system.
 - Monitors the implementation and efficiency of the Division's work,
 - Guides and supervises a team of 17 statisticians and statistical assistants by fostering a result-oriented environment. Establishes mechanisms to improve teamwork, enhance productivity, and promote an atmosphere of mutual respect and well-being and supports professional growth and development of staff.

- (b) Plans and supervises the conduct of cost-of-living surveys and other data collection activities at headquarters and field duty stations, including the processing and analysis of survey data:
- Maintains quality control of post adjustment index calculations and the post adjustment classification of duty stations,
 - Reviews the monthly updating process for cost-of-living indices and the bi-monthly production of retail price indices;
 - Supervises the preparation, maintenance and dissemination of the cost-of-living reports and post adjustment classifications on the ICSC web site.
- (c) Plays the lead role in improving the effectiveness and accuracy of cost-of-living measurement approaches and procedures. Introduces and implements enhancements to the cost-of-living measurement methodology.
- (d) Formulates recommendations on the post adjustment system for the Advisory Committee on Post Adjustment Questions (ACPAQ) and the Commission. Serves as Secretary of ACPAQ.
- (e) Provides authoritative advice to the Commission and prepares responses to the Fifth Committee of the General Assembly on various issues falling under the Division's responsibility.
- (f) Contributes to the development of quantitative models to support policy formulation in various areas falling under the Commission's responsibility.
- (g) Consults and liaises with representatives of UN organizations on issues related to the post adjustment system:
- Promotes cooperation and better understanding of the post adjustment system and cost-of-living data collection,
 - Leads training programmes in the operation of the post adjustment system.
- (h) Responds to queries from UN common system organizations, other international organizations and Member States on cost-of-living measurements and the post adjustment system.
- (i) Develops close working relationships with other organizations and statistical offices engaged in the field of cost-of-living measurement.

Competencies

Professionalism: Ability to provide technical advice in the development and implementation of programs, methodologies and policies with a view to improving statistical capabilities and standards of broad applicability. 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: Ability to lead and gain assistance and cooperation of and from others in a team endeavour to achieve organizational goals. Ability to establish and maintain effective working relationships in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity. Ability to provide advice to senior managers and to show openness in sharing information.

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 improvement; 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.

Education

Advanced university degree in statistics, economics or mathematics with emphasis on methodologies used to establish purchasing power parities, theory of index numbers, survey research, etc.

Work Experience

- A minimum of 15 years of progressively responsible experience in statistics within a national/regional statistical office or an international organization, of which at least 10 years should be in consumer price index or related statistical field dealing with comparisons at the international level.
- Demonstrated technical expertise in the planning, development and management of a cost-of-living measurement system.
- Effective leadership with the ability to identify key strategic issues, opportunities and risks, to visualize new and different concepts, to align divergent views and positions and to motivate and build consensus among staff, managers and member states for common objectives.
- Institutional and cross-organizational relationship skills with the ability to establish effective working relationships, to exhibit sensitivity and respect for diversity and to recognize and resolve potentially adverse conditions.

- Commitment to the achievement of broad organizational goals and effective programme delivery, taking ownership of all responsibilities and demonstrating sound judgment in planning and managing the division's programme of work.

Languages

English and French are the working languages of the United Nations Secretariat. For the post advertised, fluency in English is required, including excellent drafting skills. Working knowledge of French or Spanish is desirable

Assessment

Evaluation of qualified candidates for this position may include a substantive assessment, followed by a competency-based interview.

Special Notice

At the United Nations, the paramount consideration in the recruitment and employment of staff is the necessity of securing the highest standards of efficiency, competence and integrity, with due regard to geographic diversity. All employment decisions are made on the basis of qualifications and organizational needs. The United Nations is committed to creating a diverse and inclusive environment of mutual respect. The United Nations recruits and employs staff regardless of gender identity, sexual orientation, race, religious, cultural and ethnic backgrounds or disabilities. Reasonable accommodation for applicants with disabilities may be provided to support participation in the recruitment process when requested and indicated in the application.

Staff members appointed to the current position are required to submit a financial disclosure statement upon assignment or appointment and annually thereafter.

United Nations Considerations

The United Nations shall place 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. (Charter of the United Nations - Chapter 3, article 8). The United Nations Secretariat is a non-smoking environment.

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.

ALL APPLICANTS: Please complete a copy of the United Nations application form (Personal History Form P.11), at <http://uniesc.org/resources/general/vacancies/p11.doc>, or a UN Personal History Profile (PHP), quoting the vacancy number, along with a cover letter and send to: icsc-dropbox@un.org.