



Build a career with a global impact

Join a life-changing mission



UN Development Programme (UNDP)

9 April 2024

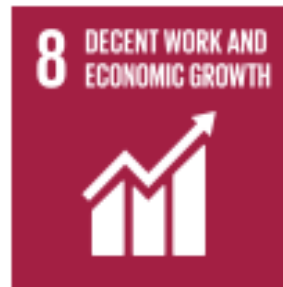
UNDP Bureau for Management Services, Office of Human Resources



The SDGs: our Development Roadmap



SUSTAINABLE DEVELOPMENT GOALS



OUR OFFER

Our Strategic Plan

UNDP's Strategic Plan 2022-2025 is our development promise. It is our promise to work with a diverse range of partners to support countries, tackle multidimensional poverty, promote gender equality, strengthen accountable and inclusive governance, increase energy access, and build resilience to crises and climate change. It sets out ambitious goals as we work **across 170 countries and territories, so that millions of people can improve their lives.**

Our signature solutions

Our Strategic Plan is centred around **six core development areas**, known as our signature solutions. Through these, we help countries meet evolving priorities, address structural barriers and create opportunities for a sustainable, inclusive future.

We work with others to overcome the greatest development challenges of our time. Calling for a level of **scale, speed and impact**, UNDP has set **four "Moonshots"** – ambitious goals that we help advance by working closely with our partners: Member States, UN agencies, international financial institutions, civil society and NGOs, academia, and the private sector.

Our promise is to support countries solve immediate development challenges and shift underlying structures towards green, inclusive and digital pathways.

Enablers

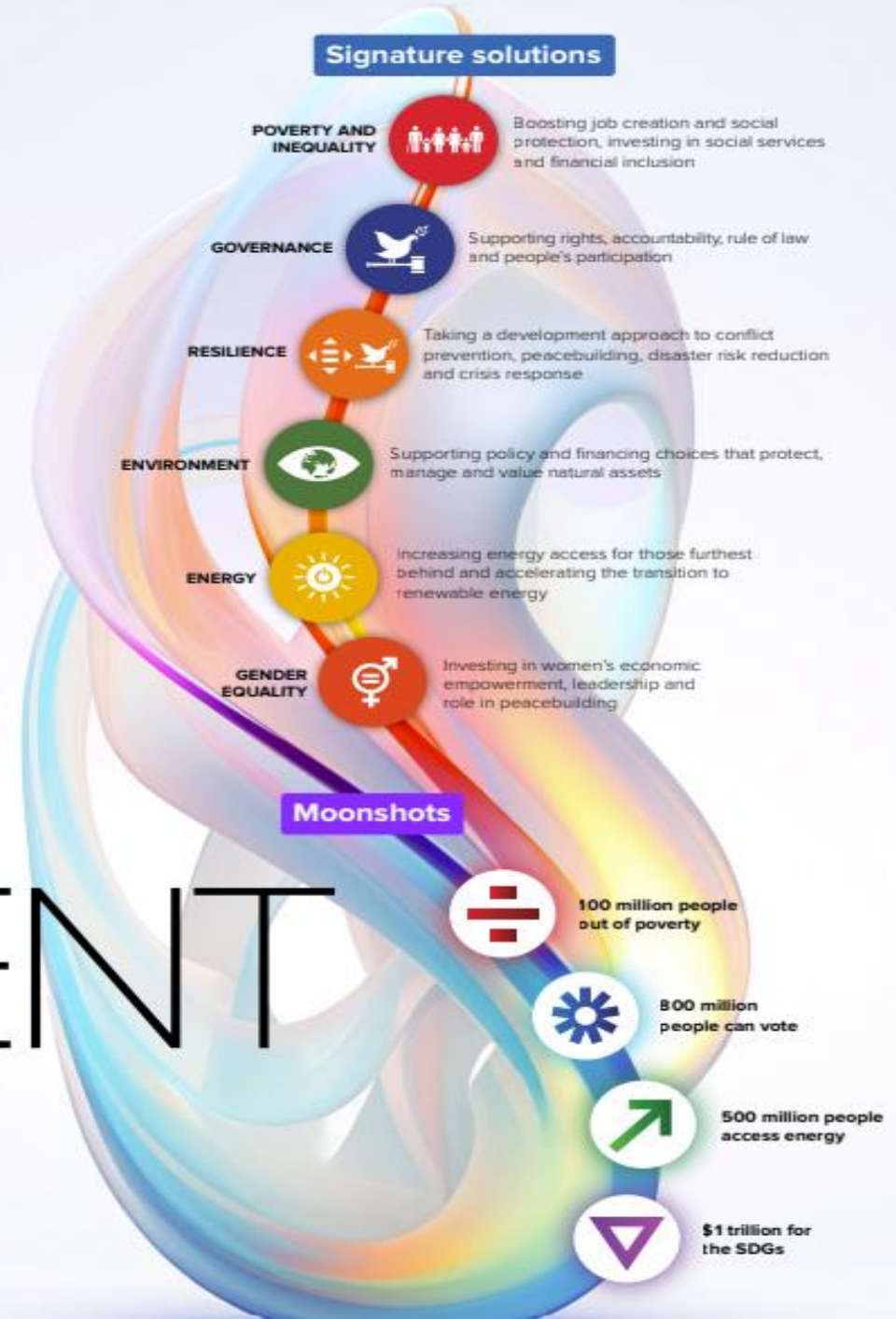
Our signature solutions and moonshots are powered by three enablers – **digitalization, innovation and finance** – to accelerate development impact.

The SDGs

As the backbone of UNDP's offer, our signature solutions contribute towards building the world envisaged by the **17 Sustainable Development Goals (SDGs)**.

Let's build connections. Let's make a difference. **And let's be future-smart about it.**

DEVELOPMENT PROMISE



UNDP – Who and where we are



Workforce
+21,000

Gender
48% women 52% men

Countries
170

Locations
480+

Nationalities
180+



Global, regional, local

UNDP's network brings the world together, driving sustainable impact and results for people and planet.



Latin America and the Caribbean

- **Panama Regional Hub**
- Argentina
- Barbados and the Eastern Caribbean (covering Anguilla, Antigua and Barbuda, the British Virgin Islands, the Commonwealth of Dominica, Grenada, Montserrat, Saint Lucia, St. Kitts and Nevis, St. Vincent and the Grenadines)
- Bolivia
- Brazil
- Chile
- Colombia
- Costa Rica
- Cuba
- Dominican Republic
- Ecuador
- El Salvador
- Guatemala
- Guyana
- Haiti
- Honduras
- Jamaica (covering The Bahamas, Belize, Bermuda, Cayman Islands, Jamaica, Turks and Caicos Islands)
- Mexico
- Panama
- Paraguay
- Peru
- Suriname
- Trinidad and Tobago (covering Aruba, Curacao, Sint Maarten, Trinidad and Tobago)
- Uruguay
- Venezuela

North America

- New York headquarters

Africa

- **Addis Ababa Regional Service Centre**
- Angola
- Benin
- Botswana
- Burkina Faso
- Burundi
- Cameroon
- Cape Verde
- Central African Republic
- Chad
- Comoros
- Congo (Dem. Republic of)
- Congo (Republic of)
- Côte d'Ivoire
- Equatorial Guinea
- Eritrea
- Eswatini
- Ethiopia
- Gabon
- Gambia
- Ghana
- Guinea
- Guinea-Bissau
- Kenya
- Lesotho
- Liberia
- Madagascar
- Malawi
- Mali
- Mauritania
- Mauritius and Seychelles
- Mozambique
- Namibia
- Niger
- Nigeria
- Rwanda
- São Tomé and Príncipe
- Senegal
- Sierra Leone
- South Africa
- South Sudan
- Tanzania
- Togo
- Uganda
- Zambia
- Zimbabwe

Representation Offices

- Brussels Representation Office (covering European Union)
- Geneva Representation Office
- Nordic Representation Office (covering Denmark, Finland, Norway, Sweden)
- Tokyo Representation Office
- Washington Representation Office

Arab States

- **Amman Regional Hub**
- Algeria
- Bahrain
- Djibouti
- Egypt
- Iraq
- Jordan
- Kuwait
- Lebanon
- Libya
- Morocco
- Programme of Assistance to the Palestinian People
- Saudi Arabia
- Somalia
- Sudan
- Syria
- Tunisia
- Yemen

Policy Centres

- Nairobi Global Centre on Resilient Ecosystems and Desertification
- Oslo Governance Centre
- Istanbul International Center for Private Sector in Development
- Seoul Policy Centre for Knowledge Exchange through SDG Partnerships
- Singapore Global Centre for Technology, Innovation and Sustainable Development

Europe and Central Asia

- **Istanbul Regional Hub**
- Albania
- Armenia
- Azerbaijan
- Belarus
- Bosnia and Herzegovina
- Cyprus
- Georgia
- Kazakhstan
- Kosovo (as per UNSCR 1244)
- Kyrgyzstan
- Moldova
- Montenegro
- North Macedonia
- Serbia
- Tajikistan
- Turkey
- Turkmenistan
- Ukraine
- Uzbekistan

Asia and the Pacific

- **Bangkok Regional Hub**
- Afghanistan
- Bangladesh
- Bhutan
- Cambodia
- China
- Democratic People's Republic of Korea
- India
- Indonesia
- Iran
- Lao PDR
- Malaysia (covering Brunei Darussalam, Malaysia, Singapore)
- Maldives
- Mongolia
- Myanmar
- Nepal
- Pacific Office in Fiji (covering Federated States of Micronesia, Fiji, Kiribati, Republic of the Marshall Islands, Nauru, Palau, Solomon Islands, Tonga, Tuvalu, Vanuatu)
- Pakistan
- Papua New Guinea
- Philippines
- Samoa (covering Samoa, Cook Islands, Niue, Tokelau)
- Sri Lanka
- Thailand
- Timor-Leste
- Viet Nam

UNDP – A Community of Purpose



When you join UNDP, you are:

- joining an organization that *values input* from colleagues, stakeholders and partners across the UN family
- choosing a *community of collaboration* and mutual care, of people working together with a shared sense of purpose. It's never just a job!



UNDP – Next-Generation Thinking



When you join UNDP, you are:

- working to *achieve ambitious goals* across so many countries and communities in a very fast-changing world
- joining a mission that demands and encourages *innovative thinking* and provides space for creative input
- given the freedom to contribute in your original and unique way

UNDP – Personal Growth



When you join UNDP, you are:

- joining a community that aims to elevate and *empower* every employee to grow not only professionally, but also personally
- encouraged to build your career journeys through a multitude of opportunities for *continuous learning* and improvement
- going to be *recognized* and *rewarded* for your good work

UNDP's core commitment naturally includes the *development* of our own people



Good news: there is probably a UN job for you!



Very diverse needs in the UN: UNDP's example

Programmatic profiles

- Rule of Law & Governance
- Climate & Environment
- Disaster Risk Reduction
- Poverty Reduction
- Private Sector Development
- Urbanization
- Youth, Gender



Other thematic profiles

- Communication
- Partnerships & Advocacy
- Finance
- Human Resources
- Procurement
- Legal Services
- Project Management
- Monitoring and Evaluation

What UNDP/UN look for in candidates



- Educational & Professional requirements must be met
- Various core and job-specific personal competencies
- Language requirement: English + another UN working language an asset (French, Spanish, Arabic)
- Prior field and development experience a strong asset
- Opportunities in the field / hardship duty stations
- Both specialists and generalists needed
- Dynamic, flexible, passionate people
- Eligible women encouraged to apply

UNDP Job Requirement Overview



Work Experience

Level	Years of Experience (Master degree)
D-2/P7/ICS14	Over 15
D-1/P6/ICS13	Min 15
P-5/ICS12	10
P-4/ICS11	7
P-3/ICS10	5
P-2/ICS 9	2
P1/ICS8	0

Core Competencies

- Achieve Results
- Think Innovatively
- Learn Continuously
- Adapt with Agility
- Act with Determination
- Engage and Partner
- Enable Diversity and Inclusion

Cross-Functional Competencies

- Strategic Thinking
- Business Acumen
- Entrepreneurial Thinking
- System Thinking
- Effective Decision Making
- Negotiation and Influence

Education

Usually requires advanced degree or bachelor degree with 2 years working experience or above

Language

Working proficiency on English and/or French. Knowledge of other UN languages is an asset

Technical Competencies

Job/function specific skills and competencies

Business Development and Management

Values

Exemplifying Integrity, Demonstrating Commitment, Embracing Diversity, Embracing Change

UNDP's Various Entry Paths



Staff

- Professional and Director Staff
- National Officer
- General Service Staff

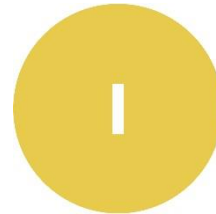


Consultants

- In an advisory or consultative capacity
- Short-term assignments

Interns

- Outstanding graduate-level students



UNDP Graduate Programme

- From UNDP Programme countries
- Yearly call for applications



United Nations Volunteers

- Committed to the ideals of volunteerism



Junior Professional Officers

- Usually sponsored by their respective governments



Personnel Service Agreement

- International and National positions
- Development project personnel



Internship Opportunities



- Possible to do an internship in headquarters or in a field location
- Offices advertise for their internship opportunities on a demand-driven basis
- Must be enrolled in the last year of Bachelor's programme, in a Master's programme, or graduated within a year
- Normal duration is 6 months
- Internships with UNDP are paid (even homebased)



Junior Professional Officer (JPO) Programme



- Entry level professional positions
- Provides young professionals pursuing a career in development with hands-on experience
- Nationality-driven (funded by donor countries)
- Qualifications: Master's degree and minimum of two years of relevant work experience, or Bachelor's degree plus two additional years of work experience
- Must be usually under 32 years old to qualify
- Training is a key component of the JPO assignment

United Nations Volunteers (UNV)



UN Expert
Volunteers



15+ years
of expertise

UN Specialist
Volunteers



Skills &
experience

UN Youth
Volunteers



Young innovators

UN Community
Volunteers



Local
knowledge

Online
Volunteers



Volunteers
serving remotely

UN Volunteers TALENT SOLUTIONS





Q Filter posts by keyword

BY GROUP



BY REGION



BY COUNTRY



All Vacancies

Democratic Governance and Peacebuilding

UNDP ensures inclusive and effective democratic governance by advocating, advising, fostering impartial spaces for dialogue, achieving consensus and building institutions.

JOB TITLE	CATEGORY	POST LEVEL	APPLY BY	AGENCY	LOCATION
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* Especialista en fortalecimiento institucional para la cooperación internacional para el desarrollo con perspectiva de	External		Nov-16-23	UNDP	Mexico
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also check
Job Portals
of other
UN Agencies

UNDP Job Offers on the Social Media



<https://www.linkedin.com/company/undp/>
<https://www.linkedin.com/company/undpcareers/>



<https://twitter.com/UNDPCareers>
<https://twitter.com/UNDPJPOCentre>



<https://www.facebook.com/UNDPCareers/>



https://www.instagram.com/undp_careers/

**Hashtags
to follow:**

#JoinALifeChangingMission

#Peoplefor2030

#UNDPCareers

UNDP Regular Recruitment Process



Online Profile
Creation and
Application

Assessment Exercise

Some job posts might require written assessment
and/or video recordings

Reference
Checks

Job opening
Search

Evaluation of the
Application

Competency-based
interview

Selection
Notification

All job openings are available on
the UNDP job site

Job requirements screening,
longlisting, shortlisting

The importance to plan ahead



- Building a logical thread in your application
- Importance of field experience / experience in developing countries
- Language skills: French, Spanish, Arabic in particular
- Flawless and result-oriented cover letter and CV
- Do your homework when applying: job content, selection process, etc.
- Know yourself and your competencies: is this the position for me?
- Have I considered all the implications if I am given the position?

Young Talent





Gracias Thank You
Merci Спасибо
شكراً 谢谢