



Inspections Officer P4

We are seeking to fill the position of Inspections Officer at the P4 level, which will be based in the Office of Inspections and Investigations (OIGI) at our Headquarters in Rome, Italy.

The ultimate goal and mission of the Office of Inspections and Investigations (OIGI) is to conduct independent investigations into allegations of misconduct involving WFP staff, contractors and other applicable persons.

Under the supervision and direction of the OIGI Director or his delegate, the Inspections Officer will generally be responsible for the following duties:

- In line with the OIGI annual work plan and in agreement with operational management, carry out inspections of WFP operations, ensuring compliance with policies, procedures, standards, guidelines, and applicable rules and regulations;
- When required and in coordination with Inspection Teams of partner UN agencies, undertake joint inspection work on ad hoc matters in line with agreed terms of reference;
- Conduct follow-up work on heightened risks uncovered by previous audit work (OIGA, External Audit) or at management request, and devise appropriate mitigation strategies in close collaboration with the Directors OIGI and OIGA (Internal Audit);
- Detect and advise on prevention of waste, abuse, malfeasance, acts of misconduct and fraud, and make referrals to the OIGI intake committee as appropriate;
- Assist management in ensuring optimal use of available resources and compliance with UN/WFP regulations, rules and policies and with the decisions of the Executive Board;
- Facilitate accountability and ensure presence of effective monitoring systems;
- Work and coordinate closely with the other assurance teams (Internal Auditors, Investigators, External Auditors, Evaluation);
- Prepare reports and ad hoc briefs pertaining to inspections;
- Prepare recommendations for corrective action and improved controls, effectiveness, or efficiency of WFP operations based on the findings of inspections;
- Prioritize, plan and coordinate an inspection team's field work, including the assignment of work, evaluation of performance, managing human resources related matters, ensuring that the operation functions within the scope of standard operating procedures and applicable laws;
- Contribute to preparedness actions such as early warning, risk analysis and contingency planning and make the necessary recommendations. Periodically monitor the management of risks and report on any actions taken;
- Supervise other staff (including consultants) and provide guidance as required;
- Perform other related duties as required.

Qualifications & Experience Required

Education:

- University degree, preferably at the advanced level, in Business Administration, Law, Finance, Accounting or other related fields;
- Advanced training/courses or an internationally recognized certificate in the discipline of Inspection, Investigation or Audit, is highly desirable.

Experience:

- At least eight years (3 of which international) of postgraduate progressively responsible professional experience related to inspections;
- A proven track record in planning, leading and executing inspections in managerial or supervisory positions;
- Previous experience in conducting inspections with a UN organization, private sector company or an international financing institution and working in developing countries, especially in emergency context is an asset.

Technical Skills & Knowledge:

- Full and in-depth knowledge of all aspects of inspections, especially in an international environment;
- Demonstrated knowledge of inspection with ability to identify key inspection issues and provide in-depth analysis with well formulated recommendations;
- Ability to lead the work of an inspection team and produce well written, comprehensive inspection reports;
- Good understanding of linkages between policy and operational practices;
- Thorough knowledge of accounting principles and practices, UN staff rules and procedures is highly desirable.

Competencies:

- Strong analytical skills with ability to conceptualize complex issues, analyze data, produce thorough inspection reports and policy recommendations;
- Strong interpersonal skills with ability to effectively interact and work with colleagues and clients, especially in a multinational environment;
- Ability to build sound partnerships with clients and inspection units in other UN agencies;
- Strong communication skills with ability to effectively communicate technical guidance to staff and management on a wide range of issues;
- Strong organizational skills with ability to coordinate inspections;
- Managerial ability to lead the work of team members and evaluate their performance.

Language:

- Proficiency in oral and written English with an intermediate knowledge of another official UN language (Arabic, French, Spanish, Russian or Chinese) or Portuguese (one of WFP's working languages).

Non-Rotational Nature

Mobility is and continues to be a core contractual requirement in WFP. This position is however classified as "non-rotational" which means the incumbent shall not be subject to the regular reassignment process unless the position is reclassified as rotational.

Terms and Conditions

Selected candidate will be employed on a fixed-term contract with a probationary period of one year.

WFP offers an attractive compensation and benefits package, including basic salary, post adjustment, relocation entitlement, travel and shipment allowances, 30 days' annual leave, home leave, an education grant for dependent children, pension plan and medical insurance. For more details please visit icsc.un.org

Deadline for applications: 6 May 2015

WFP has zero tolerance for discrimination and does not discriminate on the basis of HIV/AIDS status. Qualified female applicants and qualified applicants from developing countries are encouraged to apply.

No appointment under any kind of contract will be offered to members of the UN Advisory Committee on Administrative and Budgetary Questions (ACABQ), International Civil Service Commission (ICSC), FAO Finance Committee, WFP External Auditor, WFP Audit Committee, Joint Inspection Unit (JIU) and other similar bodies within the United Nations system with oversight responsibilities over WFP, both during their service and within three years of ceasing that service.

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