Job Description – Junior Professional Officer

1.   General Information

Title: Junior Professional Officer - Bridging the Standardization Gap

Office: ITU Telecommunication Standardization Bureau (TSB)

Location: Geneva, Switzerland

Duration of Assignment: Two years with possibility of extension

Context:

The International Telecommunication Union (ITU) is the UN specialized agency responsible for information and communication technologies (ICTs). Its membership, is comprised of 192 governments and over 700 private companies. ITU's role as creator of the world's most universally-recognized ICT standards dates back as far as the organization itself. Since its inception in 1865, the Union has been brokering industry consensus on the technologies and services that form the backbone of the world's largest, most interconnected man-made system. In 2010 alone, ITU's Telecommunication Standardization Sector (ITU-T) produced over 145 new and revised standards (ITU-T Recommendations), covering everything from core network functionality and broadband to next-generation services.

Standards are the key building blocks of the Information Society. The Bridging the Standardization Gap (BSG) programme is a continuation of ITU's historic mission and concern about the digital divide and development disparities in information and communication technologies. The overarching goal of the BSG programme is to facilitate increased participation of developing countries in standardization, to ensure that developing countries experience the economic benefits of associated technological development, and to better reflect the requirements and interests of developing countries in the standards-development process. BSG is a key component of the ITU-T Strategic goals.

2.   Supervision

2.1   Title of Supervisor: Head, Policy and Technology Watch Division

2.2   Content and Methodology: At the beginning of the assignment, the JPO and the supervisor will discuss the general work of ITU-T and TSB, including the JPO's responsibilities, objectives and outputs. After a short initiation period the JPO will gradually take up more responsibilities as defined below under "duties and responsibilities". His/Her performance will be periodically reviewed, and regular advice will be provided by the supervisor in the different phases of the JPO's work. The final evaluation will be carried out by the Chief, Telecommunication Standardization Policy Department.

3.   Objective of the Posting

The Junior Professional Officer will work in the Telecommunication Standardization Bureau (TSB), which is the secretariat for ITU-T and will add value to the Bureau's ongoing endeavours in Bridging the Standardization Gap.

3.1   Duties and responsibilities

The main duties and responsibilities will be to:

- Assist in undertaking studies aimed at assessing the standardization gap in developing countries. As part of the research work the incumbent is expected to analyze case studies of countries which are considered to be active in ICT standardization in terms of the government strategy for standardization. The objective of the research will be to illustrate the benefits that participation in international ICT standardization activities have brought to the economic development of those countries including, the best practices that have been adopted for a successful standardization process and to contribute to the development of a standardization toolkit for developing countries which will enable them to strengthen their standardization capability.

- Assist in undertaking research on telecom policies and strategies that developing countries could implement to tap into new emerging technologies in order to enable them to take advantage of the benefits of ICTs and bridge the digital divide (e.g. in areas like e-health, wireless broadband, and smart grids). A report on each area could be prepared to highlight generic ''best practices'' on strategic policy measures that could be adopted by developing countries to harness the emerging technologies at an early stage.

- Provide support concerning the organization of events related to Bridging the standardization gap activities and maintenance of the BSG website.

- Undertake any other related duties and responsibilities, as requested by the supervisor.

4.   Qualifications and experience required

4.1   Qualifications: University Master's degree in telecommunications, ICT, engineering, science, economics, international relations or a related field OR education in a reputed college of advanced education, with a diploma of equivalent standard to that of a university degree in one of the above-mentioned fields.

4.2   Experience: A minimum of two years of working experience including writing reports, briefs and presentations is highly desirable.

*4.3   Languages***:** Written and spoken proficiency in at least one of the six official languages of ITU, Arabic, Chinese English, French, Russian and Spanish; a good knowledge of a second official languages of UN will be an asset.

5.   Learning Elements

At the end of the assignment, the JPO will be trained in the domain of his/her assignment and will have gained direct experience of the activities of ITU's Telecommunication Standardization Sector.