



General Secretariat (GS)

Geneva, 3 April 2018

E-mail: erecruit@itu.int

To the Director-General

Circular letter No. 21

Subject: **Vacancy Notice No. 12P-2018/SG-IS/EXTERNAL/P3**

Dear Sir,

The post described in the Annex is to be filled at ITU Headquarters.

The relevant job description with the qualifications required, as well as all other useful information, is annexed hereto.

Administrations are requested to circulate vacancy notices to all potential sources of recruitment including universities, institutes, associations of engineers and the private sector as the case may be.

I would be grateful if Administrations would invite qualified candidates and especially women candidates to apply for the above position not later than 03/06/18 on ITU web site: <http://www.itu.int/employment/Recruitment/index.html>

The Plenipotentiary Conference adopted the Resolution 48 (Rev. Guadalajara, 2010), affirming that: "... in choosing between candidates who meet the qualification requirements for a post, preference shall be given to candidates from regions of the world which are under-represented in the staffing of the Union, taking into account the desirable balance between female and male staff."

At its 2001 session the Council approved Resolution 1187 encouraging Member States and Sector Members to suggest for ITU staff positions, especially at Professional and higher levels, appropriately qualified woman candidates.

Yours faithfully,

Mr. Houlin ZHAO
Secretary-General

Annexes: **Vacancy Notice No. 12P-2018/SG-IS/EXTERNAL/P3**



ITU is the leading United Nations agency for information and communication technologies, with the mission to connect the world. To achieve this, ITU manages the radio-frequency spectrum and satellite orbits at the international level, works to improve communication infrastructure in the developing world, and establishes global standards that foster seamless interconnection of a vast range of communication systems. ITU also organizes global Telecom events bringing together the most influential representatives of government and the private sector to exchange ideas and knowledge for the benefit of all.

VACANCY NOTICE N° 12P-2018/SG-IS/EXTERNAL/P3

Date of Issue: 3 April 2018

Currently accepting applications

Applications from women are encouraged

Functions: Information Security Analyst and
Network Engineer

Post Number: IS12/P3/328

Deadline for Applications (23.59 Geneva CH) :
3 June 2018

Duration of Contract: 2 years with possibility
of renewal for 2 additional years

Type of Appointment: Fixed-term
Appointment

Duty Station: Geneva, Switzerland

Grade: P3

Organ:

The General Secretariat directs all the administrative and financial aspects of the Union's activities, including the implementation of the provisions of the administrative regulations on operational questions, the dissemination of information on telecommunication matters for operational and other purposes, the provision of legal advice to the Bureaux of the Union and the departments of the General Secretariat, logistic support to the Union's activities including conferences, the coordination of the work of the Union with other international organizations, the dissemination of information to the Member States and Sector Members, press, corporate and individual users of telecommunications and the general public. The General Secretariat is also responsible for the organization of world telecommunication exhibitions and forums.

Organization Unit:

Within the General Secretariat, the Information Services Department (IS) is the focal point for the ITU information technology services, managing ERP, CRM, documents, information systems and infrastructure, service-desk, library, archives and information management services, safety and security (both physical and logical), to support staff both at Headquarters and in the Field, as well

as delegates attending conferences, meetings and events world-wide. It also promotes ICT collaboration, partnerships and information-sharing and represents ITU in inter-organization meetings and committees related to information technology and security management.

Duties / Responsibilities

Under the delegated responsibility and supervision of the Head, ICT Security Unit within the Information Services Department (IS), the incumbent performs the following duties:

- Manages projects involving feasibility studies, analysis, design, planning, development, implementation, tests and commissioning of new, moderately complex information security products and data systems, networks (SIEM, IPS/IDS, Next Generation Firewalls, End device protection, Sandboxing, Forensics, LAN/WAN) as well as the secure Integration of heterogeneous systems (Unix, Windows) in physical or virtual environments and communications services; participates as a support team member with responsibility for securing components of complex systems and networks for Headquarters, Field Offices and ITU Events and Conferences.
- Provides technical recommendations on the use of existing and new technologies (such as cloud security, encryption, collaboration and secure mobility tools, secure storage and Information Management) to facilitate and enable the work of the Union, taking into consideration internal and external hosting and contracting or buying services.
- Carries out and assists in the integration of security controls across the ITU network environment; ensures appropriate data security and access controls across local and wide area networks; provides expert advice to users related to information security, analyzing users' requirements and translating these into new services in collaboration with other IS Divisions.
- Manages, operates and enhances existing security network infrastructure, firewalls, IPS, IDS, End device protection, Identity Management, authorization, accreditation, storage, information management, e-mail systems and related digital services; troubleshoots and provides continuing support, including resolving difficult problems, monitoring security events to ensure the control access effectiveness across the network, systems and applications; performs consolidation, integration and simplification to further improve the cost effectiveness of the security services portfolio.
- Identifies security alerts and new threats, analyses consequences and impacts, informs concerned parties and ensures proper handling; contributes to improving detection of and response to information security-related events and incidents; analyses and reports on actionable threat intelligence.
- Participates actively in drafting security policies, procedures and standards; monitors technical compliance; provides support to staff and managers in General Secretariat, Bureaus and Field Offices on the technical implementation of these security policies and related security controls; ensures security training.
- Monitors and analyzes Security Information and Event Management (SIEM) to identify security issues; participates in the definition of context-aware use cases; integrates to SIEM any mission-critical server or application; works with partners to establish security dashboards for managers.

- Handles all aspects of contract administration including calls for, and evaluation of, bids, establishment of service level agreements with vendors, usage, capacity and performance reporting.
- Participates in the maintenance of the computer-based awareness training program for staff in Headquarters and Field Offices; suggests content enhancement of the program and assess its effectiveness; launches phishing campaigns.
- Performs other related duties as required, such as writes or contributes to reports or papers on information security and network related topics, technical documentation as well as information security strategy.

Competencies

- **Core Competencies:** Applying Expertise; Effective Communication; Learning and Knowledge Sharing; Organizational Commitment; Results-Focused, and; Teamwork and Collaboration.
- **Essential Functional Competencies:** Analysis, Judgement and Decision Making; Client and Service Orientation; Innovation and Facilitating Change, and; Planning and Organizing.
- **Essential Technical Competencies:** Knowledge of various project management methodologies; familiarity with best practices and developments in the field of ICT security, in particular in relation to international organizations and event management; dexterity and facility in understanding and explaining highly technical language and converting into concrete deliverables or ideas.

Qualifications required

Education:

Advanced university degree in computer science, information systems or a related field OR education from a reputed college of advanced education with a diploma of equivalent standard to that of an advanced university degree in one of the fields above. For internal candidates, a first university degree in one of the fields above in combination with seven years of qualifying experience may be accepted in lieu of an advanced university degree for promotion or rotation purposes.

Experience:

At least five years of progressively responsible experience in information security, including at least two at the international level, with practical experience working with SIEM, IPS/IDS, Next Generation firewalls, secure proxies, and end device protection. Knowledge of incident handling and incident response capabilities. Maintaining and operating large ICT security infrastructure including disaster recovery and business continuity. A Doctorate in a related field can be considered as a substitute for two years of working experience.

Languages:

Knowledge of one of the six official languages of the Union (Arabic, Chinese, English, French, Russian, Spanish) at advanced level and knowledge of a second official language at intermediate level. Knowledge of a third official language would be an advantage. (Under the provisions of Resolution No. 626 of the Council, a relaxation of the language requirements may be authorized in the case of candidates from developing countries: when candidates from such countries possess a

thorough knowledge of one of the official languages of the Union, their applications may be taken into consideration.)

Additional Information:

Salary:

Total annual salary consists of a net annual salary (net of taxes and before medical insurance and pension fund deductions) in US dollars and a post adjustment (PA) (cost of living allowance). The PA is variable and subject to change without notice in accordance with the rates as set within the UN Common System for salaries and allowances.

Annual salary from \$ 59,151 + post adjustment \$ 47,794

Other allowances and benefits subject to specific terms of appointment, please refer to <http://www.itu.int/en/careers/Pages/Conditions-of-Employment.aspx>

Applicants will be contacted directly if selected for written test. Interviews may be used as a form of screening.

For further information concerning the Conditions of Employment please click [the following link](#)

Applicants will be contacted only if they are under serious consideration

Currently accepting applications



ITU is a smoke-free environment