



General Secretariat (GS)

Geneva, 23 October 2023

E-mail: HRerecruit@itu.int

To the Director-General

Circular letter No. 23/41

Subject: **VACANCY NOTICE No. 1399P-2023/BR-IAP/EXTERNAL/P3 “Engineer (validation)”**

Dear Madam, 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 25/12/2023 on ITU career website:

[Engineer \(validation\) \(itu.int\)](#)

The Plenipotentiary Conference adopted the Resolution 48 (Rev. Dubai 2018), affirming that: “...when filling vacant posts by international recruitment, 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 balance between female and male staff mandated by the United Nations common system;”.

Yours faithfully,

Doreen Bogdan-Martin

Secretary-General

Annexes: **VACANCY NOTICE No. 1399P-2023/BR-IAP/EXTERNAL/P3 “Engineer (validation)”**

Job Title: Engineer (validation)

INTERNATIONAL TELECOMMUNICATION UNION

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.

Engineer (validation)

Vacancy notice no: 1399

Sector: BR

Department: IAP

Country of contract: Switzerland

Duty station: Geneva

Position number: R23/P3/475

Grade: P3

Type of contract: Fixed-term

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

Recruitment open to: External

Application deadline (Midnight Geneva Time): 25 December 2023

ORGANIZATIONAL UNIT

The Radiocommunication Bureau (BR) is responsible for the application of the Radio Regulations and for technical and administrative support of ITU World and Regional Radiocommunication Conferences, Radiocommunication Assemblies and Study Groups. The Bureau also carries out the international regulatory processes for registration of frequency assignments and satellite orbits and assists administrations in their coordination and implementation of frequency spectrum and orbit requirements as well as in resolving cases of harmful interference. It provides the specialised technical secretariat for the work of the Radiocommunication Study Groups and the Radiocommunication Assembly in the development of recommendations for spectrum utilisation and radio system characteristics. The BR is organised into four Departments: Space Services Department, Terrestrial Services Department, Informatics, Administration and Publications Department and the Study Groups Department.

The Informatics, Administration and Publications Department (IAP) comprises of three Divisions: Space Applications Software (SAS), Terrestrial Applications Software (TAS) and Business Operations and Planning Division (BOP). The Department is responsible for the development and maintenance of software and related tools used by the BR as well as software adapted for national frequency management units, providing the necessary user support for the areas concerned. It carries out studies related to policies for the technologies to be used for the information and computational systems within the BR and with administrations in the fields of management of the radio frequency spectrum and the various satellite orbits. The Department is responsible for managing all aspects of the BR's operations, including the development of BR operational plans, organizational support of ITU-R conferences and meetings, BR project management processes and procedures, BR text editing and publications, as well as promotion and membership. The Department is also responsible for human resources management and planning for the BR.

DUTIES AND RESPONSIBILITIES

Under the supervision of the Head, Space Applications Software Division (SAS) within the Informatics, Administration and Publications Department (IAP), the incumbent performs the following duties:

- Provides hands-on support for Application and Database development by undertaking manual feature and integration testing, developing test automation artefacts, executing test suites, facilitating user acceptance testing, production deployment and providing testing/test automation training and documentation.

- Provides technical expertise in testing/test automation and plays a lead role in the development of testing tools, standards, templates, and new approaches and methodologies.
- Develops effective client relationships and meets with engineers and other staff to propose/recommend new technologies and software.
- Keeps abreast of the latest technologies and demonstrates continuous effort to improve practices, decrease turnaround times, streamline work processes and work cooperatively and jointly with others to provide quality seamless service for the Department.
- Performs other duties as required: such as supporting the issue tracking system, providing training for developers in use of the issue tracking system, as well as ensuring testing standards and procedures are followed and maintained.

CORE COMPETENCIES

Applying Expertise; Effective Communication; Learning and Knowledge Sharing; Organizational Commitment; Results-Focused, and; Teamwork and Collaboration.

FUNCTIONAL COMPETENCIES

Analysis, Judgement and Decision Making
 Client and Service Orientation
 Innovation and Facilitating Change
 Leadership
 Networking and Building Partnerships
 Planning and Organising
 Successful Management

TECHNICAL COMPETENCIES

Knowledge of software verification and validation theory; Understanding of relevant business processes, operating strategies, policies and procedures within an international environment. Knowledge of web technologies and related developments. Familiarity with UI testing methodologies and programmes.

QUALIFICATIONS REQUIRED

Education:

Advanced university degree in computer science, information systems management 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 software validation, including at least two at the international level. A Doctorate in a related field can be considered as a substitute for two years of working experience. Experience in testing the latest web technologies, taking into account requirements for security, and for access by disabled persons. Experience in web application user interface and API testing automation using Selenium, SpecFlow, Cucumber, Gherkin or equivalent tools and frameworks. Web experience should include handling both Latin-based and non-Latin-based official UN languages, UNICODE and encoding related issues.

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).

BENEFITS AND ENTITLEMENTS

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 \$ 64,121 + post adjustment \$ 53,413

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

INFORMATION ON RECRUITMENT PROCESS

Please note that all candidates must complete an on-line application and provide complete and accurate information. To apply, please visit the ITU [Careers](#) website. The evaluation of candidates is based on the criteria in the vacancy notice, and may include tests and/or assessments, as well as a competency-based interview. ITU uses communication technologies such as video or teleconference, e-mail correspondence, etc. for the assessment and evaluation of candidates. Please note that only selected candidates will be further contacted and candidates in the final selection step will be subject to reference checks based on the information provided. Messages originating from a non ITU e-mail account - @itu.int - should be disregarded. ITU does not charge a fee at any stage of the recruitment process.

ITU applies a zero-tolerance policy against all forms of harassment. ITU is committed to diversity and inclusion within its workforce, and encourages all candidates, irrespective of gender, nationality, religious and ethnic backgrounds, including persons with disabilities, to apply to become a part of the organization. Achieving gender balance is a high priority for ITU.