



UNITED NATIONS  
TALENT OUTREACH



# Working at the UN

Tokyo, Japan  
18-19 February 2020





# The United Nations System

## UN PRINCIPAL ORGANS

GENERAL ASSEMBLY

SECURITY COUNCIL

ECONOMIC AND SOCIAL COUNCIL

SECRETARIAT

INTERNATIONAL COURT OF JUSTICE

TRUSTEESHIP COUNCIL<sup>6</sup>

### Subsidiary Organs

- Main Committees
- Disarmament Commission
- Human Rights Council
- International Law Commission
- Joint Inspection Unit (JIU)
- Standing committees and ad hoc bodies

### Funds and Programmes<sup>1</sup>

- UNDP** United Nations Development Programme
- **UNCDF** United Nations Capital Development Fund
- **UNV** United Nations Volunteers
- UNEP**<sup>8</sup> United Nations Environment Programme
- UNFPA** United Nations Population Fund
- UN-HABITAT**<sup>9</sup> United Nations Human Settlements Programme
- UNICEF** United Nations Children's Fund
- WFP** World Food Programme (UN/FAO)

### Research and Training

- UNIDIR** United Nations Institute for Disarmament Research
- UNITAR** United Nations Institute for Training and Research
- UNSSC** United Nations System Staff College
- UNU** United Nations University

### Other Entities

- ITC** International Trade Centre (UN/WTO)
- UNCTAD**<sup>1,8</sup> United Nations Conference on Trade and Development
- UNHCR**<sup>1</sup> Office of the United Nations High Commissioner for Refugees
- UNOPS**<sup>1</sup> United Nations Office for Project Services
- UNRWA**<sup>1</sup> United Nations Relief and Works Agency for Palestine Refugees in the Near East
- UN-WOMEN**<sup>1</sup> United Nations Entity for Gender Equality and the Empowerment of Women

### Related Organizations

- CTBTO PREPARATORY COMMISSION** Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization
- IAEA**<sup>1,8</sup> International Atomic Energy Agency
- ICC** International Criminal Court
- IOM**<sup>1</sup> International Organization for Migration
- ISA** International Seabed Authority
- ITLOS** International Tribunal for the Law of the Sea
- OPCW**<sup>2</sup> Organization for the Prohibition of Chemical Weapons
- WTO**<sup>1,4</sup> World Trade Organization

### Subsidiary Organs

- Counter-Terrorism Committee

- International Residual Mechanism for Criminal Tribunals
- Military Staff Committee

- Peacekeeping operations and political missions
- Sanctions committees (ad hoc)
- Standing committees and ad hoc bodies

### Peacebuilding Commission

- HLPF** High-level political forum on sustainable development

### Functional Commissions

- Crime Prevention and Criminal Justice
- Narcotic Drugs
- Population and Development
- Science and Technology for Development
- Social Development
- Statistics
- Status of Women
- United Nations Forum on Forests

### Regional Commissions<sup>8</sup>

- ECA** Economic Commission for Africa
- ECE** Economic Commission for Europe
- ECLAC** Economic Commission for Latin America and the Caribbean
- ESCAP** Economic and Social Commission for Asia and the Pacific
- ESCWA** Economic and Social Commission for Western Asia

### Other Bodies

- Committee for Development Policy
- Committee of Experts on Public Administration
- Committee on Non-Governmental Organizations
- Permanent Forum on Indigenous Issues
- UNAIDS** Joint United Nations Programme on HIV/AIDS
- UNGEI** United Nations Group of Experts on Geographical Names

### Research and Training

- UNICRI** United Nations Interregional Crime and Justice Research Institute
- UNRISD** United Nations Research Institute for Social Development

### Departments and Offices<sup>8</sup>

- EOSG** Executive Office of the Secretary-General
- DESA** Department of Economic and Social Affairs
- DGACM** Department for General Assembly and Conference Management
- DGC** Department of Global Communications
- DMSPC** Department of Management Strategy, Policy and Compliance
- DOS** Department of Operational Support
- DPO** Department of Peace Operations
- DPPIA** Department of Political and Peacebuilding Affairs
- DSS** Department of Safety and Security
- OCHA** Office for the Coordination of Humanitarian Affairs
- ODA** Office for Disarmament Affairs
- OHCHR** Office of the United Nations High Commissioner for Human Rights
- OIOS** Office of Internal Oversight Services
- OLA** Office of Legal Affairs
- OSAA** Office of the Special Adviser on Africa
- SRSG/CAAC** Office of the Special Representative of the Secretary-General for Children and Armed Conflict
- SRSG/SVC** Office of the Special Representative of the Secretary-General on Sexual Violence in Conflict
- SRSG/VAC** Office of the Special Representative of the Secretary-General on Violence Against Children

### Specialized Agencies<sup>1,5</sup>

- FAO** Food and Agriculture Organization of the United Nations
- ICAO** International Civil Aviation Organization
- IFAD** International Fund for Agricultural Development
- ILO** International Labour Organization
- IMF** International Monetary Fund
- IMO** International Maritime Organization
- ITU** International Telecommunication Union
- UNESCO** United Nations Educational, Scientific and Cultural Organization
- UNIDO** United Nations Industrial Development Organization
- UNWTO** World Tourism Organization
- UPU** Universal Postal Union
- WHO** World Health Organization
- WIPO** World Intellectual Property Organization
- WMO** World Meteorological Organization
- WORLD BANK GROUP**<sup>7</sup>
  - **IBRD** International Bank for Reconstruction and Development
  - **IDA** International Development Association
  - **IFC** International Finance Corporation

### Notes:

- 1 Members of the United Nations System Chief Executives Board for Coordination (CEB).
- 2 UN Office for Partnerships (UNOP) is the UN's focal point vis-à-vis the United Nations Foundation, Inc.
- 3 IAEA and OPCW report to the Security Council and the General Assembly (GA).
- 4 WTO has no reporting obligation to the GA, but contributes on an ad hoc basis to GA and Economic and Social Council (ECOSOC) work on, inter alia, finance and development issues.
- 5 Specialized agencies are autonomous organizations whose work is coordinated through ECOSOC (inter-governmental level) and CEB (intra-secretariat level).
- 6 The Trusteeship Council suspended operation on 1 November 1994, as on 1 October 1994 Palau, the last United Nations Trust Territory, became independent.
- 7 International Centre for Settlement of Investment Disputes (ICSID) and Multilateral Investment Guarantee Agency (MIGA) are not specialized agencies in accordance with Articles 57 and 63 of the Charter, but are part of the World Bank Group.
- 8 The secretariats of these organs are part of the UN Secretariat.
- 9 The Secretariat also includes the following offices: The Ethics Office, United Nations Ombudsman and Mediation Services, and the Office of Administration of Justice.

This Chart is a reflection of the functional organization of the United Nations System and for informational purposes only. It does not include all offices or entities of the United Nations System.

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## The United Nations Secretariat



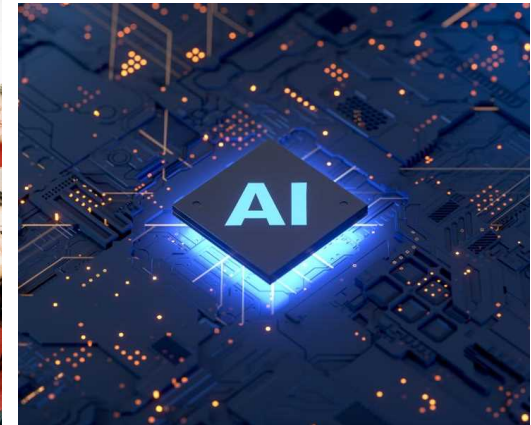
- Established in 1945 in the UN Charter
- One of 6 organs headed by Secretary-General
- Main mandates relating to development, peace and security, humanitarian aid, human rights.
- 193 Member States
- 37,500 staff (offices in 6 continents; 38 field missions; 130+ Resident Coordinator Offices)
- 46% in field missions
- Over 89,000 uniformed personnel in field missions





# Evolving world

- Climate Change
- Inequality
- New patterns of violence
- Advance in technology
- Changes in population



# Decade of Action

- Mobilize everyone, everywhere
- Demand urgency and ambition
- Supercharge ideas to solutions



You can participate  
in UN75!



*"Together we can learn from peoples across the world how we  
can improve in tackling the global challenges of our time."*

Secretary-General António Guterres

UN75 Toolkit ([www.un.org/UN75](http://www.un.org/UN75))

- Social media and online discussions
- Survey

## Who are we looking for?

- Diverse workforce (nationals from all member states)
- Women and men
- Embrace the values and objectives of the Organization
- Demonstrate the competencies of the Organization
- Inclusive: young professionals, women, people with disabilities
- Multi-lingual: English and French are working languages; Arabic, Chinese, Russian and Spanish are other official languages

Help us create a better world – contribute your talent with pride to advancing the objectives of the UN!!

# Opportunities

## Internationally-Recruited

- Young Professional Programme (YPP) – 0 years WE
- Regular Vacancies
- Language Competitive Exam (LCE)
- Junior Professional Programme (JPO)

## Locally-Recruited

- National Professional Officer (NPO)
- General Service

## Other

- Temporary Job Openings
- Consultancies
- United Nations Volunteers (UNV)
- Internship Programme – 0 years WE

[careers.un.org](https://careers.un.org)



# Opportunities



Audit  
Administrators  
Aviation  
Cartography  
Conference and Language Staff  
Drug Control & Crime Prevention  
Demographics  
Economic Affairs  
Electoral Affairs  
Engineering  
Information and Communications  
Technology  
Information Management  
Library Science  
Logistics

Procurement  
Medical  
Programme/Project Management  
Security  
Humanitarian Affairs  
Human Rights  
Legal Affairs  
Political Affairs  
Public Administration  
Public Information, Radio & TV  
Rule of Law  
Social Affairs  
Statistics  
Supply Chain

# Benefits of working in the UN



- Enabling and flexible work Environment
- Family-Friendly Policies



- Mobility
- Focus on Learning and Development



Competitive Salaries

Home Leave

Maternity & Paternity Leave



Pension benefits

Health Insurance

Education Grant

Mentoring Programme for New Staff

Development & Learning opportunities

# Regular Recruitment Process



# Searching for Job Openings

## Job Opening

**Posting Title:** Human Rights Officer, P4  
**Job Code Title:** HUMAN RIGHTS OFFICER  
**Department/Office:** Office of the High Commissioner for Human Rights  
**Duty Station:** GENEVA  
**Posting Period:** 03 February 2020 - 03 March 2020  
**Job Opening Number:** 20-Human Rights Affairs-OHCHR-130874-R-Geneva (X)  
**Staffing Exercise:** N/A

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

Apply Now

### Org. Setting and Reporting

This position is located in the Office of the High Commissioner for Human Rights (OHCHR) in the Middle East and North Africa Section of the Field Operations and Technical Cooperation Division. The Human Rights Officer reports to the Chief of the Middle East and North Africa Section.

### Responsibilities

Within delegated authority, the Human Rights Officer will be responsible for the following duties:

- Assists the Chief of the Middle East and North Africa Section to oversee the execution of the Section work plan ensuring optimal use of resources allocated; the necessary coordination and organisation among all programme areas; and supervises the daily activities of the Office;
- Reviews, monitors and evaluates activities related to the implementation of international human rights instruments, including recommendations of treaty bodies and mechanisms of the Human Rights Council;
- Prepares reports, documents, briefing notes, talking points and other written materials.
- Supports the work of Special Rapporteurs / Representatives / Experts / Working Groups and Treaty-Bodies, including in the preparation and conduct of field missions and the drafting of timely reports.
- Processes individual cases of alleged violations under existing thematic procedures.
- Evaluates the requirements for, plan and support long-term human rights presences in the country or region concerned.
- Works with UN and non-governmental programmes in the country to integrate human rights perspective, helps design and implements the human rights programme of the Office and organization and focus of the evaluation.
- Ensures up-to-date information regarding substantive matters in the field of human rights and makes recommendations on actions to take;
- Maintains contact with other sectors of the UN, other international organizations and government counterparts on coordination and policy matters; briefs representatives and provides, as appropriate suggestions and recommendations;
- Assists in the development and implementation of a training program in the field of human rights, international humanitarian law, democracy and the rule of law, with attention to gender perspectives;
- Is responsible for carrying out, in consultation with the Chief of Section, coordination work and administrative functions related to the staff, planning and budget;

### Competencies

**PROFESSIONALISM :** Knowledge of, and exposure to, a range of human rights issues including, monitoring human rights in the Middle East and North Africa region; approaches and techniques to identify and address legislative and institutional gaps with respect to human rights protection and promotion; assess and address the Government's needs for technical assistance and capacity building; develop effective mechanisms for monitoring and reporting on human rights violations; support the development of transitional justice processes and mechanisms; integrate human rights into humanitarian responses and UN development plans and processes. Knowledge of and exposure to institutional mandates and the work of UN human rights mechanisms. Ability to evaluate and integrate information from a variety of sources and assess impact on the human rights situation in the country, including the political environment and legal statutes as they pertain to human rights. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

**PLANNING & ORGANIZING :** Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

**COMMUNICATION :** Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.

### Education

Advanced university degree (Master's degree or equivalent degree) in law, human rights, political science or international relations, social sciences or related field. A first level university degree in combination with two additional years of qualifying work experience may be accepted in lieu of the advanced university degree.

### Work Experience

A minimum of seven years of progressively responsible experience in human rights, international relations, law or related area is required.

Experience in human rights monitoring is desirable.

Experience working with the United Nations Common System on human rights policies and programmes at regional and national levels, preferably in the Middle East and North Africa region is desirable.

Experience in supporting and backstopping a UN field presence is desirable.

### Languages

English and French are the working languages of the United Nations Secretariat. For the position advertised, fluency in English and Arabic is required.

### Assessment

Evaluation of qualified candidates may include an assessment exercise which will be followed by competency-based interview.



# Creating profile and application



## Before applying:

- Consider your interest, passion and strengths
- Familiarize and understand the job opening: location, functions and requirements
- Ensure you provide information about your qualifications and how they meet the requirements of the position and the needs of the hiring office

# Creating profile and application

Before creating your profile and application gather information:

- Personal Information
- Education qualifications (university degrees, academic qualifications, training, etc.)
- Employment history: List all past and present employments, responsibilities, achievements, periods of employment, names of supervisors, contact details.
- Languages: List all languages you know, including mother tongue
- Publications, References
- Cover letter

# Creating profile and application

## Employment history:

- Duties and achievements:
  - ✓ Describe/list your responsibilities with careful attention to the job opening
  - ✓ Describe how well you did your job and your achievements by providing specific examples where you made an impact or contribution - use figures (e.g. budget size; number of supervisees; number of partners)
  - ✓ Be concise, specific, and honest.
  - ✓ You may use up to 5000 characters (about 1000 words).
- Advisable:
  - ✓ Start with action verbs
  - ✓ Current job: present tense
  - ✓ Past job(s): past tense
  - ✓ Fill as many fields as possible
  - ✓ **Spell check!!**

# Creating profile and application

## Job Fit Questionnaire **NEW!**

- Substantiate your experience, qualifications, achievements
- Examples:
  - Over 15 years of progressively responsible professional experience, of which at least 5 years are in human resources management, leadership development and learning, policy formulation and implementation, and organizational development initiatives is required. Please explain below how your experience meets this criterion using examples.
  - Experience in design and implementation of forward-thinking and innovative business practices, organizational reform and change management is required. Please explain below how your experience meets this criterion using examples.
  - Experience in building and maintaining effective partnerships across organizations is required. Please explain below how your experience meets this criterion using examples.



# Creating profile and application

## Cover letter:

*Average 8 seconds!*

- Customize your cover letter for each job opening
- Cover Letter Structure:
  - ✓ Open with a statement of interest and passion
  - ✓ Summarize and describe how your qualifications, knowledge, and skills match the job you are applying for.
  - ✓ Highlight a couple of most relevant achievements.
  - ✓ Close with a brief recap and commitment
- Your cover letter is recommended to be brief, three to four paragraphs, not exceeding one page, and as targeted as possible to the position for which you are applying.

## Summing up - Creating profile and application

### Completing your application in Inspira

- Gather information and create your application/resume (university degrees, professional experiences, languages...)
- Find information about the job and understand the job before applying

### Preparing the cover letter

- Describe how your experience, qualifications and competencies match the job
- Highlight what makes you the best match
- Brief (three to four paragraphs) and targeted

### General tips for describing your experiences

- Be concise
- Use action verbs
- Avoid passive sentences and clichés
- Customize the application to the job
- Highlight your achievements



**Job-fit-questionnaire in the job opening** – respond to questions truthfully based on evidence from your experience and qualifications.

## Competency-Based Interview

- Competencies: The combination of skills, attributes and behaviors which are essential for the staff.
- Competency based interviews are also called "behavioral interviews": they are based on the concept that past behavior and experience is the best indicator of future performance.
- In other words, your history tells a story about you: your talents, skills, abilities, knowledge, and actual experience in handling a variety of situations.
- Competencies to be interviewed are stated in the job opening.

# United Nations Competencies

Core Competencies		Managerial Competencies
<p>Communication</p> <p>Teamwork</p> <p>Planning and Organizing</p> <p>Accountability</p> <p>Creativity</p>	<p>Client Orientation</p> <p>Commitment to Continuous Learning</p> <p>Technological Awareness</p>	<p>Vision</p> <p>Leadership</p> <p>Empowering Others</p> <p>Managing Performance</p> <p>Building Trust</p> <p>Judgement and Decision-making</p>



# Competency-Based Interview

UN Career portal – At your interview – Useful Tips for Your Interview + 30 minutes online training on: “Competency-based Interviewing for Applicants”



## At your interview

The United Nations' greatest asset is the quality of its staff. To ensure that the very best people join the UN team we use a competency based interview process. Competency based interviews are also called "behavioral interviews" or "criterion based interviews." Such interviews are based on the concept that past behavior and experience is the best indicator of future performance. In other words, your history tells a story about you: your talents, skills, abilities, knowledge and actual experience in handling a variety of situations.

Competency interviewing questions can look like this:

- Tell us about a situation when you went above and beyond your manager's expectations.
- Give an example of a time when you used your problem solving abilities to resolve an issue?
- Tell us about a time where you had a number of demands being made on you at the same time? How did you handle it?

Useful tips for your interview:

1. Prepare a wide range of brief real life stories about your accomplishments. Be aware of the specific skills each story illustrates and remember to include the positive outcome or lesson learned from each experience.
2. Be ready to discuss your strengths and your ability to learn from past experiences. Also think about how you could contribute to the work of the United Nations and to the specific position you are applying for.
3. Review the competencies mentioned in the job opening. These will be probed in your interview, so your stories should show your skill in these competency areas.
4. You should be prepared to address positive results and achievements using these competencies and also challenges you have had in each of these areas.
5. The structure of your answer should be: Situation, Action, Result.
6. Share information you feel is appropriate and relevant.
7. Listen to the question carefully. Keep to the point. Be as specific as possible.
8. Do some research on competency, or behavior based interviews. There is a lot of material available about preparing for such an interview structure.
9. Learn as much as you can about the Department and Office you are applying to and the work it does.
10. Practice, practice, practice.

## Competency-Based Interview

Normally 3 core competencies for P-4 level and below, and 5 competencies (3 core + 2 managerial) stated in the job opening.

**PROFESSIONALISM:** Knowledge of and exposure to a range of human rights and rule of law issues including approaches and techniques to address and advise on highly sensitive and complex problems in their political, ethnic, racial, gender and socio-economic dimensions. Knowledge of institutional mandates of human rights organizations, prevailing policies and procedures. Ability to evaluate and integrate information from a variety of sources and assess impact on the human rights situation in the region or country of assignment, including the political environment and legal statutes as they pertain to human rights. Ability to complete in-depth studies and reach conclusions on possible causes and solutions to human rights problems in specific societies and systems. Ability to relate and advise on human rights issues and perspectives, including their gender equality dimensions, to political, social, economic and humanitarian programmes in affected countries and areas. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations.

**TEAMWORK:** Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

**PLANNING & ORGANIZING:** Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

**LEADERSHIP:** Serves as a role model that other people want to follow; empowers others to translate vision into results; is proactive in developing strategies to accomplish objectives; establishes and maintains relationships with a broad range of people to understand needs and gain support; anticipates and resolves conflicts by pursuing mutually agreeable solutions; drives for change and improvements; does not accept the status quo; shows the courage to take unpopular stands. Provides leadership and takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work; demonstrates knowledge of strategies and commitment to the goal of gender balance in staffing.

**JUDGEMENT/DECISION-MAKING:** Identifies the key issues in a complex situation, and comes to the heart of the problem quickly; gathers relevant information before making a decision; considers positive and negative impacts of decisions prior to making them; takes decisions with an eye to the impact on others and on the Organization; proposes a course of action or makes a recommendation based on all available information; checks assumptions against facts; determines the actions proposed will satisfy the expressed and underlying needs for the decision; makes tough decisions when necessary.

Professionalism: Shows ability to complete in-depth studies and reach conclusions on possible causes and solutions to political problems in specific areas and/or countries. Shows ability to relate to various issues and perspectives to political, social, economic and humanitarian programmes in affected countries and areas. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

Planning and Organizing: Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

Teamwork: Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

## Prepare and Practice CBI

- Learn as much as you can about the Department, Office or Mission that you are applying to and the work it does.
- Understand the position and look at the competencies in the job opening. These will be probed in your interview, so your stories should show your skill in these competency areas.
- Review your PHP and select real examples matching your accomplishments to the competencies. Be aware of the specific skills each story illustrates and remember to include the positive outcome or lesson learned from each experience.
- Be ready to discuss your strengths and your ability to learn from past experiences. Also think about how you could contribute to the work of the United Nations and to the specific position you are applying for.
- The structure of your answer should be: Context, Action, Result, Learning

# Prepare and Practice CBI

## Response Structure

- **Context**
  - ✓ An overview of the situation:
    - What, when, how, who?
    - What were the key events and the time frame?
- **Actions**
  - ✓ What did you specifically do?
  - ✓ What was the reaction of clients, stakeholders?
- **Results**
  - ✓ What was the outcome, impact or results of your actions? How did it turn out? What was the final result?
- **Learning**
  - ✓ What did you learn from it?
  - ✓ What would you do differently?



## CBI – Do's

- Make a good first and last impression. ("Thank you for this opportunity")
- Maintain eye contact with the person who asked the question.
- Even on the telephone, smile.
- Listen carefully to the complete question. Make notes if you are not sure. Ask to repeat the question.
- Keep to the point. Be succinct. Be as specific as possible.
- Provide concrete examples. Be honest.

## CBI – Don't's

- Answer in the hypothetical.
- Talk about “we”, rather talk in the “I”.
- Make blanket generalizations nor statements about the future.
- Interrupt the panel.
- Not being truthful.

## Interview Questions

- **Professionalism:**
  - ✓ Why are you interested in this job? Why are you the most qualified candidate?
  - ✓ Give us an example of implementing an important project in xxx area.
- **Teamwork:**
  - ✓ Can you give me an example of dealing with a difficult team member? What did you do? Anything you would do differently?
- **Planning & Organizing:**
  - ✓ Tell me about a time where you had a number of demands being made on you at the same time. How did you handle it?
  - ✓ Give us an example when you could not meet a deadline.
- **Creativity:**
  - ✓ Give us an example of implementing a significant change.

# Interview Questions


- **Client Orientation:**
  - ✓ Tell us about a situation where you went above and beyond your client's needs.
- **Communication:**
  - ✓ Describe a situation where you had to use your listening skills.
- **Managing Performance:**
  - ✓ Give us an example of dealing with a bad performing team or underperformer.
- **Judgement and decision making:**
  - ✓ Tell us about a situation where your decision was not consistent with your supervisor or senior management. What was effective and what was not effective?

# Follows Us!



## Meet our Global Workforce




Global perspective  
Human stories

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### Transitional justice processes critical to lasting peace, Security Council hears

13 February 2020 | [Peace and Security](#)



MINUSMA/Gema Cortes

For countries to move forward after conflict or mass atrocities, suffering must be acknowledged and justice served, the UN High Commissioner for Human Rights told the [Security Council](#) on Thursday.

#### UN HUMANITARIAN, WHAT IT TAKES



#### WORLD RADIO DAY 2020







UNITED NATIONS  
TALENT OUTREACH



# Arigato Gozaimasu

SUSTAINABLE  
DEVELOPMENT  
GOALS

UN 75  
2020 AND BEYOND | SHAPING  
OUR  
FUTURE  
TOGETHER