

Major Office	Profile	Programme/Area of Work	Duty Station	Assignment	Summary of Assignment
HQ	HQ/19/04	Reproductive Health and Research	Geneva, Switzerland	Technical Officer	<p>Under the direct guidance of the HRP (the UNDP-UNFPA-UNICEF-WHO-World Bank Special Programme of Research, Development and Research Training in Human Reproduction) Communications Officer, the Technical Officer (TO), organizes compelling social media materials in support of the activities and outputs of the Department of Reproductive Health and Research (including the Special Programme of HRP).</p> <p>The Junior Professional Officer (JPO) will collaborate with staff, and in particular the communications teams, of related HQ Departments, (notably the Communications office of the Director-General), WHO Regional Office staff, and WHO country office staff to plan, develop and coordinate work on specific communications projects. Under the direction of the supervisor, the JPO will also liaise with staff of partner agencies, such as UNDP, UNFPA, UNICEF, UNAIDS and the World Bank, as well as with research institutions, non-governmental organizations, government and other stakeholders. The position calls for political sensitivity, as the agendas are complex and not always clearly aligned.</p> <p>Supervisor: Communications Officer</p>
UNITAID	UT/19/03	Grant Finance	Geneva, Switzerland	Grant Finance Officer	<p>The Grant Finance unit is the project finance's arm of Unitaid Finance and Administration department. It is responsible for all project finances, financial risk and audit related aspects of grant management within Unitaid's Secretariat. The Junior Professional Officer (JPO) reports to the Team Lead Grant Finance. He/she works in close collaboration with other members of the grant finance team with whom he/she regularly interacts. She/he works with the Unitaid project teams and cross-functionally, and supports them on financial, risk, audit and any other related matters. The JPO also maintains a strong relationship with other corporate expert functions including Corporate Finance and Risk and Compliance units, and ensures overall reliability, quality and relevance of project financial information.</p> <p>Supervisor: :Team Lead, Grant Finance</p>