



WFP celebrates and embraces diversity. It is committed to the principle of equal employment opportunity for all its employees and encourages qualified candidates to apply irrespective of race, colour, national origin, ethnic or social background, genetic information, gender, gender identity and/or expression, sexual orientation, religion or belief, HIV status or disability.

Junior Professional Officer (JPO) Programme

Business Transformation Analyst TEC Resource Management/ Technology Division Rome, Italy

TERMS OF REFERENCE

ABOUT WFP

The United Nations World Food Programme (WFP) is a highly prestigious, reputable and the world's largest humanitarian organization, saving lives in emergencies and using food assistance to build a pathway to peace, stability and prosperity for people recovering from conflict, disasters, and the impact of climate change.

We are currently seeking a Junior Professional Officer (JPO) to fill the position of Business Transformation Analyst with our TEC division based in Rome, Italy (HQ).

CONTEXT AND BACKGROUND

The World Food Programme (WFP) is committed to optimizing its operations through effective technology resource management. The JPO will play a crucial role in sourcing, planning and managing vendor relationships, contributing to the overall efficiency and effectiveness of WFP's supply chain operations.

The JPO will support the integration of technology solutions within WFP's supply chain to enhance operational capabilities, streamline processes and deliver high-quality services in emergency and non-emergency contexts.

GENERAL INFORMATION

- **Title of Post:** Business Transformation Analyst
- **Grade:** P2
- **Supervisor:** Chief, Resource Management
- **Unit:** TEC Resource Management (TECR)
- **Division/Country Office:** TEC Division, HQ
- **Duty Station:** Rome, Italy (HQ)
- **Duration of assignment:** Two years

DUTIES AND RESPONSIBILITIES

Under the direct supervision of Chief, Resource Management, the JPO will have the following responsibilities:

- **Develop Supply Chain Plans and Procedures**
Contribute to the formulation and implementation of supply chain plans and procedures specifically focused on sourcing technology. Ensure these plans align with global strategies and enhance operational cost efficiency, agility and the effective procurement of technology resources for WFP operations.
- **Technology Sourcing and Standardization for Field Operations**
Work closely with Regional Bureaux and Country Offices to ensure the standardization of technology solutions across WFP field operations, improving efficiency and alignment with global sourcing strategies.
- **Vendor and Service Provider Management**
Assist in the management of IT service providers and technology vendors, ensuring compliance with WFP's strategies, policies and quality controls. Focus on optimizing vendor performance, contract management and the alignment of IT solutions with WFP's operational requirements and digital transformation goals.
- **Operational Analysis and Reporting**
Conduct analysis and prepare comprehensive reports identifying opportunities for process improvements and operational efficiencies within supply chain operations.
- **Promote Best Practices in Technology Management**
Gather and disseminate best practices in technology sourcing, planning, and vendor management to enhance field operations, ensuring alignment with WFP's IT and supply chain strategy.
- **Scenario Analysis and Operational Support**
Conduct "what-if" scenario analyses to address urgent issues related to technology sourcing that impact WFP's supply chain and procurement processes. Provide actionable insights to support decision-making, ensuring efficient and effective IT procurement that enhances overall operational performance.
- **Foster strong relationships and collaboration for sourcing and supply chain**
Build, maintain and enhance vendor management practices to improve technology resource procurement and ensure effective collaboration with colleagues in Supply Chain, Programme and Resource Management.
- **Implement Vendor Relationship Management Platform**
Launch a vendor relationship management platform to enhance collaboration with IT vendors at both WFP headquarters and field operations. This initiative will streamline interactions, improve contract compliance and strengthen partnerships, ultimately boosting supply chain efficiency and supporting WFP's operational goals.
- **Market Analysis and Network Mapping**
Provide technical contributions to market analysis and technology network mapping aimed at supporting the digital transformation of WFP's processes. Guide the selection of effective operational modalities for technology sourcing and integration, focusing on enhancing efficiency and effectiveness in WFP's operations.
- **Monitoring and Compliance**
Support monitoring of technology-related supply chain activities, ensuring adherence to internal controls to enhance efficiency and performance.

EXPECTED OUTCOMES

- Enhanced sourcing and planning processes for technology solutions within WFP operations.
- Improved collaboration and integration of technology resources into the supply chain.
- Enhancing vendor management and optimizing technology use to align with WFP's operational goals and increase the efficiency and effectiveness of its supply chain operations.

ESSENTIAL QUALIFICATIONS & EXPERIENCE

- University or advanced university degree in Supply Chain, Business Administration, Operations, or other related fields.
- Minimum two years of relevant working experience in Supply Chain planning, planning optimization and sourcing processes.
- Fluency in English.
- Proficiency in Windows MS Office (Word, Excel, Powerpoint, Outlook)
- Behavioural competencies: leads by example with integrity, drives results and delivers on commitments, fosters inclusive and collaborative teamwork, applies strategic thinking, builds and maintains sustainable partnerships.

DESIRABLE REQUIREMENTS

- Exposure to the international arena either by direct work for an international institution/organization or by interacting with international stakeholders.
- Intermediate level of one, or more, of the following official languages: French, Spanish, Arabic, Chinese, Russian, Portuguese
- WFP's international professionals are required to serve in different locations around the world during their career (including in hardship duty stations); willingness to be mobile would maximise opportunities for long-term retention into the Organization.

SUPERVISION

The incumbent will be working under the direct supervision of the Chief, Resource Management.

LEARNING ELEMENTS

At the end of the two-year assignment, the JPO should have obtained:

- The JPO has developed skills and overall capabilities to develop a career in supply chain, procurement, and vendor management or elsewhere.
- Gained a good experience in the management of sourcing and supply chain within the context of WFP.
- The JPO will enhance their skills in process optimization and reporting to contribute to increased efficiency and effectiveness of WFP's supply chain operations through the strategic use of technology.