



IOM International Organization for Migration

## Open to Internal and External Candidates

Position Title : **Database Developer/Programmer(#2 Positions )**  
Organizational Unit : **IM / Information Management**  
Duty Station : **Erbil, Iraq.**  
Classification : **General Service Staff, G6**  
Type of Appointment : **Special Short Term contract (SST)**  
Duration of Appointment : **Three (3) months with possibility of extension**  
Closing Date : **March 22, 2018**  
Reference Code : **SVN2018/IRQ/037**

Established in 1951, IOM is the leading inter-governmental organization in the field of migration and works closely with governmental, intergovernmental and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

IOM is committed to a diverse and inclusive environment. Internal and external candidates are eligible to apply to this vacancy. For the purpose of the vacancy, internal candidates are considered as first-tier candidates.

### **Context:**

Under the general guidance of the Chief of Mission COM, overall supervision of Information Management System (IMS) Officer and in close coordination with the National Information Management Officer and National IT Officer.

### **Core Functions / Responsibilities:**

1. Design, develop, and maintain an integrated mechanism for data collection using but not limited to, the Open Data Kit (ODK) platform as a set of assessments tools.
2. Identify, develop, implement, and support technology solutions for Information Management and database system related support for all IOM Iraq mission in line with ITC policies and standards.
3. Assist IMS Officer in the supervision of data management activities including the collection, submission, quality control mechanisms and the transfer of data from an ODK server (MySQL) to DTM server (SQL).
4. Support in the maintenance of the links between the Amman database and the Erbil database.

5. Support in designing solutions to integrate, centralize and automate data and information management within the program for enhanced achievement of displacement related data.
6. Assist IMS Officer to perform the development and maintenance MySQL and SQL Servers.
7. Support and assure the integrity and availability of mission-wide data systems, including proper backup/restore systems, data validation and security procedures.
8. Under the supervision of the IMS Officer provide support to reporting data.
9. Under the supervision of the IMS Officer develops specific program guidelines and procedures related to information systems, including required data collection instruments and manuals to be used for field level data collection exercises and ensure that these are correctly implemented.
10. Support in the training of staff who involved in data entry and data processing to ensure proper maintenance and quality of different information and database needs.
11. Provide technical support to the IOM programme coordinators, on the design and implementation of ODK or similar platforms.
12. Provide user support and the system training to the staff on ODK or similar platforms and the appropriate databases.
13. Perform such other duties as maybe required.

### ***Required Qualifications and Experience***

#### **Education**

- University degree in Information Technology, Computer Science with three years of relevant professional experience with Six years of experience within the same field or another international organization.
- At least one year of experience using the following tools: Microsoft Access, Microsoft Excel, Microsoft Visual Studio (ASP .NET C#), SQL Server. Experience in the development and implementation of population database systems (such as registrations, census or surveys).
- Minimum one year of experience in systems analysis and development, data modelling and SQL programming
- Minimum one year of experience in develop and maintaining data system with ODK.

#### **Experience**

- Anticipates and prepares response to changing IM needs of the relevant organizational unit
- Personal commitment, efficiency, flexibility, drive for results;
- Ability to work with large amounts of data and information;

- Capacity to work effectively and harmoniously within a team of colleagues from varied cultures and professional backgrounds;
- Ability to work independently and proactively;
- Excellent communication and interpersonal skills.
- Ability to work effectively and harmoniously with colleagues from varied cultures and professional backgrounds.
- Previous work in UN or International Organization an advantage
- Ability to meet deadlines and work under pressure.
- Good level of computer literacy.
- Personal commitment, efficiency, flexibility, drive for results
- Ensures application of institutional financial policies and guidelines
- Advocates incorporation of financial considerations into processes and procedures
- Effectively applies knowledge of relevant financial discipline
- Develops / follows internal control procedures to prevent fraud and mismanagement

### **Languages**

Fluency in English , Kurdish and Arabic.

### ***Required Competencies***

#### **Accountability**

- Accepts and gives constructive criticism
- Follows all relevant procedures, processes, and policies
- Meets deadline, cost, and quality requirements for outputs
- Monitors own work to correct errors
- Takes responsibility for meeting commitments and for any shortcomings

#### **Client Orientation**

- Identifies the immediate and peripheral clients of own work
- Establishes and maintains effective working relationships with clients
- Identifies and monitors changes in the needs of clients, including donors, governments, and project beneficiaries
- Keeps clients informed of developments and setbacks

#### **Continuous Learning**

- Contributes to colleagues' learning
- Demonstrates interest in improving relevant skills
- Demonstrates interest in acquiring skills relevant to other functional areas
- Keeps abreast of developments in own professional area

#### **Communication**

- Actively shares relevant information

- Clearly communicates, and listens to feedback on, changing priorities and procedures
- Writes clearly and effectively, adapting wording and style to the intended audience
- Listens effectively and communicates clearly, adapting delivery to the audience

### **Creativity and Initiative**

- Actively seeks new ways of improving programmes or services
- Expands responsibilities while maintaining existing ones
- Persuades others to consider new ideas
- Proactively develops new ways to resolve problems

### **Leadership and Negotiation**

- Convinces others to share resources
- Actively identifies opportunities for and promotes organizational change
- Presents goals as shared interests Articulates vision to motivate colleagues  
And follows through with commitments

### **Performance Management**

- Provides constructive feedback to colleagues
- Identifies ways for their staff to develop their abilities and careers
- Provides fair, accurate, timely, and constructive staff evaluations
- Uses staff evaluations appropriately in recruitment and other relevant HR procedures
- Holds directly reporting managers accountable for providing fair, accurate, timely, and constructive staff evaluations

### **Planning and Organizing**

- Sets clear and achievable goals consistent with agreed priorities for self and others
- Identifies priority activities and assignments for self and others
- Organizes and documents work to allow for planned and unplanned handovers
- Identifies risks and makes contingency plans
- Adjusts priorities and plans to achieve goals
- Allocates appropriate times and resources for own work and that of team members

### **Professionalism**

- Masters subject matter related to responsibilities
- Identifies issues, opportunities, and risks central to responsibilities
- Incorporates gender-related needs, perspectives, and concerns, and promotes equal gender participation
- Persistent, calm, and polite in the face of challenges and stress
- Treats all colleagues with respect and dignity
- Works effectively with people from different cultures by adapting to relevant cultural contexts
- Knowledgeable about and promotes IOM core mandate and migration solutions

**Teamwork**

- Actively contributes to an effective, collegial, and agreeable team environment
- Contributes to, and follows team objectives
- Gives credit where credit is due
- Seeks input and feedback from others
- Delegates tasks and responsibilities as appropriate
- Actively supports and implements final group decisions
- Takes joint responsibility for team's work

**Technological Awareness**

- Learns about developments in available technology
- Proactively identifies and advocates for cost-efficient technology solutions
- Understands applicability and limitation of technology and seeks to apply it to appropriate work

**Resource Mobilization**

- Establishes realistic resource requirements to meet IOM needs.

***Other***

Any offer made to the candidate in relation to this vacancy notice is subject to funding confirmation.

Appointment will be subject to certification that the candidate is medically fit for appointment and verification of residency, visa and authorizations by the concerned Government, where applicable.

Only candidates residing in either the country of the duty station or from a location in a neighbouring country that is within commuting distance of the duty station will be considered. In all cases, a prerequisite for taking up the position is legal residency in the country of the duty station, or in the neighbouring country located within commuting distance, and work permit, as applicable.

***How to apply:***

Interested candidates are invited to submit their applications via a link:

<http://iomiraq.net/vacancies/database-developerprogrammer-2>

In order for an application to be considered valid, IOM only accepts online profiles duly completed. Only shortlisted candidates will be contacted.

***Posting period:***

From 08.03.2018 to 22.03.2018