

**Post title** **Business Intelligence Specialist**  
**Unit** **Management Information Systems Section, Division of Information Systems and Telecommunications, Sector for Administration**

**Duty station** Paris, France

**Grade** P-3

**Post number** ADM-115

**Closing date** 14 December 2009

**Main responsibilities** Under the direct supervision of the Chief of the Finance and Budget Systems Unit, the incumbent will operate as BI Specialist ensuring the functional and technical aspects of maintenance and improvement in the framework of UNESCO's Business Intelligence Solution. To this end, he or she will be responsible for following duties:

- Develop, enhance, maintain, and provide on-going production support of SAP BW, including sources from R/3 and other non SAP external applications, to sustain data warehousing BI reporting system, using business rules and OLAP technology.
- Identify and translate business requirements into deployable system solutions through collaboration with key stakeholders; Ensure the timely delivery of solutions that provide critical business information in the most efficient and effective manner.
- Prepare logical and physical data models for the new processes in collaboration with the process owners; Design and develop data transformation processes to populate analytical data structures; Develop custom data mining code, user interfaces and support analytical initiatives
- Design processes to minimize data quality risks, identify potential data issues and verify data accuracy. Resolve data integrity issues.
- Provide timely reporting; Identify issues and take appropriate corrective actions to ensure the attainment of project goals.
- Prepare and update the working documentation, such as the design, technical and functional specifications, systems and user manuals and Training materials to support all development efforts.
- Mentor, assist and leverage other team members as well as other UNESCO staff by actively sharing knowledge through presentations, training, coaching and other activities.

- Profile**
- Advanced university degree in Computer Science, Information Systems or related fields. A combination of relevant professional qualifications/certifications and experience (minimum 4 years) in the field of IT development may be taken into consideration in lieu of advanced degree.
  - 4 to 7 years of IT development experience of which preferably 2 years acquired at the international level.
  - Proven experience with SAP BW/BI including Architecture and Solution design, prototyping, development and deployment and at least 1 SAP BW full lifecycle implementation including data modelling, extractions, data staging, loadings, transformations, and reporting.
  - Proficiency in the areas of data modelling, extractions/transformations, requirements gathering, queries & report development (using BEx and Web solutions) and end user delivery.
  - Experience with MS and SQL Server environment is essential.
  - Ability to articulate complex solutions and concepts to clients and team members and to generate recommendations using strong analytical skills and business knowledge.
  - Excellent interpersonal skills. Strong written and oral communication skills. Ability to work effectively under pressure and in a team environment.
  - Excellent knowledge of English or French; knowledge of the other language would be an asset.

**Conditions of employment** UNESCO's salaries are calculated in US dollars. They consist of a basic salary and a post adjustment which reflects the cost of living in a particular duty station and exchange rates. For this post, the annual remuneration in local currency will start from around 65,600 euros (61,200 euros if without dependants), exempt from income tax. In addition, UNESCO offers an attractive benefits package including 30 days annual vacation, home travel, education grant for dependent children, pension plan and medical insurance. The initial appointment, which is for 2 years, includes a probationary period of 12 months, and is renewable, subject to satisfactory service. Worldwide mobility is required as staff members have to serve in other duty stations according to UNESCO's job rotation policy. UNESCO is a non-smoking organization.

**How to apply** When applying for UNESCO vacancies, please only use the on-line recruitment system at [www.unesco.org/employment](http://www.unesco.org/employment). Candidates without access to internet may send a paper application by completing the official UNESCO CV form (available at Headquarters, UNESCO Offices, National Commissions in Member States, or any office of a United Nations Resident Representative) in English or French to *Chief, HRM/RCR, UNESCO, 7 place de Fontenoy, 75352 Paris 07 SP, France*, before the closing date, quoting the post number: **ADM-115**.

UNESCO does not charge a fee at any stage of the recruitment process. If you have any question concerning persons or companies claiming to be recruiting on behalf of UNESCO and requesting payment of a fee, please contact: [Recrutweb@unesco.org](mailto:Recrutweb@unesco.org).

**UNESCO is committed to gender equality in its programming and to gender parity within the Secretariat. Therefore, women candidates are strongly encouraged to apply, as well as nationals from non- and under-represented Member States.**