

- Title:** Technical Webmaster, Online Presence
- Duration:** Approximately 12 months (with possibility of renewal)
- Salary:** CAD 3,417.67/month, net of income taxes
- Office:** UNESCO Institute for Statistics (UIS), Information Technology Services Section(ITS), Dissemination Unit (DISS)
- Duty Station:** Montreal, Canada
- Type of contract:** Full Time Position, Service Contract
- Nationality:** In order to be eligible for this contract, applicant must be a Canadian citizen, permanent resident of Canada or hold a valid Canadian work permit.
- Deadline:** Until such time as a qualified candidate is identified

UNESCO Core Values: Commitment to the Organization, Integrity, Respect for Diversity, Professionalism

Overview of the functions of the post

Under the overall authority of the Director of the UNESCO Institute for Statistics (UIS), and the direct supervision of the Head of Unit, Dissemination Systems, the incumbent will be responsible for the following:

- 1) Act as primary resource to:
 - a) Oversee and maintain the UIS online presence including the UIS website and microsites (Drupal; Apache; IIS; SOLR), Intranet (Sharepoint) and assorted other digital properties. This includes contributing to design; user-experience (including search); navigation; faceting; maintaining & adding content-types; maintaining and adding page templates; embedding graphics; overall site evolution including applying patches and security updates.
 - b) Oversee and maintain UIS' shared visualizations, sharing and pinning functionality and community of webmasters using these products and services.
 - c) Establish UIS non-functional requirements and standards following best practices for accessibility, usability, mobile responsiveness, and search engine optimization. Ensure that UIS online presence follows established non-functional standards.
 - d) Support and maintain various legacy standalone applications.
 - 2) Assist with supporting various UIS systems, including:
 - a) Hosting of UIS online presence (MS Azure Cloud; on-premise).
 - b) UIS Data API, Shared Visualization Components (React.js; D3.js) and associated components.
 - c) Various UIS DBs including: Data Center (UIS.Stat), NADA (Data Catalogs) and the Learning Outcomes (LO) Database.
 - d) Various internal Web-based systems including the UIS Intranet (MS Sharepoint) and the UIS Visual Studio Team System (VSTS).
 - 3) Contribute to the evolution of the UIS online presence, and how the UIS leverages digital technologies.
 - 4) Contribute to the UIS's digital strategy to increase the visibility and use of UIS website, open data, embeddable objects, and social media among a wide range of audiences.
 - 5) Perform any additional activities that may be required in support of the mandate of the UIS and to ensure the success of the work team.
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Competencies

A successful candidate will be required to demonstrate the following competencies:

Accountability
Communication
Teamwork
Innovation
Results focus
Planning and organizing
Knowledge sharing and continuous improvement

For detailed information please consult the [UNESCO Competency Framework](#)

Required qualifications

Education

- Completed secondary, technical or vocational studies is required

Work Experience

- A minimum of 8 years of relevant work experience including Drupal with advanced site-building ability, broad knowledge of contributed modules, development of custom modules to extend Drupal's core functionality.
- Extensive experience with a wide range of web technologies, including:
- Expert knowledge of HTML/HTML5, XHTML, XML, and CSS/CSS3 standards with practical experience.
- Proficient in PHP and JavaScript, and their application within Drupal framework. including D3, REACT.js, node.js, and FLUX Framework.
- Version control systems and processes.
- Responsive and mobile-optimized web sites (Bootstrap)
- Cross-browser design (IE, Firefox, Safari, Chrome).
- Web content management platform architecture and server configuration.
- • Implementing web content management platforms.
- Experience with Microsoft Sharepoint (Intranet) would be an asset.
- Exceptional sense of creativity and aesthetic

Skills and competencies

- Familiarity with best practices for SEO, Usability and Accessibility.
- A strong understanding of web development processes including familiarity with Agile Methodologies and user stories.
- A strong understanding/ proponent of, a Continuous Improvement Process.
- A solid understanding of data driven visualizations.
- Excellent verbal and written communication in English and at least a basic understanding of French.
- Able to work collaboratively in a multicultural and dynamic team environment.
- Strong competencies in attention to detail, problem solving, and time management.

Languages

- Excellent knowledge of English.
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Desirable qualifications

Education

- A Bachelor's degree in computer science or related field would be an asset.

Work Experience

*UNESCO is committed to promoting gender equality within its Secretariat. Therefore, women candidates are strongly encouraged to apply. Persons with disabilities equally are encouraged to apply.
UNESCO applies a zero tolerance policy against all forms of harassment.*

UNESCO DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS.

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- Advanced knowledge of all Adobe CC suite (Photoshop, Illustrator, Indesign, etc) or other professional graphic design environments
 - Experience with Wordpress
 - Experience with Microsoft Sharepoint (Intranet)
 - Transforming design and product vision into a working UI/UX in a business context.
 - Experience in designing print and digital graphic content
 - Past experience as a frontend developer

Languages

- Working knowledge of French would be an asset. Working knowledge of another UNESCO language would be an asset (Arabic, Chinese, Russian or Spanish).
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Assessment

An assessment exercise may be used in the evaluation of candidates

How to apply

To apply, please send your application letter, UNESCO CV ([UIS website](#)) and a list of 3 references (name, title, organization, address, telephone, email, including at least one current or former direct supervisor), by email: uis.recruitment@unesco.org, mentioning FAMILY NAME, Webmaster ITS (e.g. SMITH, Webmaster ITS).

Please note that only candidates who have submitted above documents will be considered. The position will remain open until such time as a qualified candidate is identified.
