

Job Fit Questionnaire for JO 22/007 – Senior Finance and Budget Assistant, G-7

For each question, please explain how your experience or your qualification meets the stated criterion, using examples.

Please provide complete answers to each question, highlighting all relevant experience or qualifications in your response, specifying the year(s) during which that experience or qualification was obtained. Answers that just refer to the fact that relevant information is contained in other portions of your application are not acceptable. Please note that these questions and your responses are mandatory and may be eliminatory.

If your experience does not meet the stated criterion, please indicate “I do not meet this criterion” or “None/Not Applicable”.

Work requirements

- 1. A minimum of ten (10) years of progressively responsible experience in International Organization or in the private sector in accounting, budgeting and financial management or related area is required. Please explain how you meet this criterion using examples.**
- 2. At least two (2) years of experience with the United Nations Common System or another international organization is required. Please explain how you meet this criterion using examples.**
- 3. Working experience in the use of in-house Enterprise Resources Planning (ERP) system and business intelligence tools is required. Please explain how you meet this criterion using examples criterion using examples.**

Education requirements:

- 1. High School or equivalent is required. Please attach a copy of the diploma**
- 2. Technical or vocational certificate in accounting, finance, budget, business administration, public administration or related fields as a requirement. Please attach a copy of the certificate**
- 3. A first level certificate from the Chartered institute of Public Finance and Accounting (CIPFA) program or other internationally recognized Public Finance and Accountancy Institutes is desirable. Please attach a copy of the certificate.**