



Established in December 1950, the Office of the United Nations High Commissioner for Refugees (UNHCR) is mandated to lead and coordinate international action to protect and assist refugees and other persons of concern. For more than six decades, UNHCR has helped tens of millions of people restart their lives. Within its EHP recruitment programme UNHCR is now looking for:

Associate Supply Officers

The Associate Supply Officer manages and supports all activities pertaining to the supply chain function including planning, sourcing, transport, shipping, customs clearance and warehousing management in the operation. UNHCR delivers timely and quality goods and services to persons of concern in compliance with supply chain rules and procedures. The incumbent assists in preparing plans for delivery of relief items according to operational needs and also assists in the coordination of the transportation and distribution of the relief items.

Required competencies

- Managing resources
- Analytical thinking
- Planning and Organizing

Education and Work Experience

- University Degree in Business Administration, Marketing, Engineering, Logistics, Mathematics or a related field.
- Minimum 2 years of previous relevant professional job experience.
- Fluency in English with working knowledge of another UN language.
- UN procurement and logistics training – such as IAPSO and UNPD desirable.
- Knowledge and working experience of PeopleSoft/MSRP Supply Chain applications desirable.