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**External Publication of Job Posting**

**50214647**

**Job Posting Title**

LOGISTICS PLANNING OFFICER

**Start Date**

13.04.2017

**End Date**

13.05.2017

**Reference Code**

AMISOM 19 03

**Job Title**

LOGISTICS PLANNING OFFICER

**Organization**

The African Union, established as a unique Pan African continental body, is charged with spearheading Africa's rapid integration and sustainable development by promoting unity, solidarity, cohesion and cooperation among the peoples of Africa and African States as well as developing a new partnership worldwide. Its Headquarters is located in Addis Ababa, capital city of Ethiopia. In seeking to achieve these objectives, the African Union intends to strengthen its capacity to deliver by, among others, the implementation of new organization structure and the filling of regular and short-term vacant posts.

The Commission of the African Union invites applicants who are citizens of Member States for the short-term post of Logistics Planning Officer in the department of Peace and Security of the African Union Commission

**Department**

Job Title: Logistics Planning Officer  
Grade: P3 Step5  
Section: Integrated Support Services  
Reports to: Chief Integrated Support Services  
Duty Station: Mogadishu, Somalia  
Number of Post : 1

**Project**

To assist in monitoring mission planning and operations and provide logistical advice to AMISOM on the supply implications of all intended actions. To maintain knowledge on supplies and support the daily and strategic operations of the mission.

## **Tasks**

### Main Duties and Responsibilities

- Provide advice on logistical support to the mission
- Prepare logistics and support plans, deployment timelines and budget requirements for the mission,
- Ensure the development of contingency plans for drawdown and liquidation of the mission;
- Prepare contingency plans and logistics preparedness reviews;
- Provide medium –and long-term planning capacity for logistical support;
- Monitor assess and keep senior management informed of the quality, efficiency and timelines of logistical operations;
- Interpret and analyses periodical management reports, to include verifications reports and other relevant information contained in the section's information management applications;
- Supervise the reception and analysis of the requests for the logistical support;
- Monitor delivery of the goods and/services to the mission and assess the quality;
- Perform any other duties as may be directed by the supervisor(s)

## **Requirements**

### 1. Qualifications and Experience Required

- A University Masters Degree in supplies and logistics, management, or similar fields. A higher qualification will be an added advantage.
- Have at least 7 years work experience in a related field with Government, NGO or similar multilateral, regional or international institution.
- A University Bachelore Degree in supplies and logistics, management, or similar fields. Have at least 10 years work experience in a related field with Government, NGO or similar multilateral, regional or international institution , 5 years of experience at supervisory level .

### 2. Skills and Competencies Required

- Strong knowledge of logistics and supplies, Ability to work in multi-lateral institutions and in complex situations context
- Excellent communication, negotiation and writing skills including sound analytical and reporting skills
- Computer literate and well versed in the use of the Internet, Power Point, Excel and Word
- Ability to work in a multicultural setting
- Prepared to work in a hardship, highly pressurized and sometimes hazardous environment.

### 3. Language requirement:

Proficiency in one of the African Union working languages (Arabic, English, French and Portuguese) is required. Knowledge of one or more of the other AU working languages would be an added advantage.

### 4. Tenure of appointment:

The appointment shall be for an initial period of one (1) year, the first three (3) months of which shall be on probation. It shall be renewable subject to performance and availability of funds.

### 4. Equal opportunities:

The African Union Commission is an equal opportunities employer. Qualified women are encouraged to apply.

5. Remuneration:

The salary attached to the position is a fixed monthly lump sum of US\$ 102,871.50 (P3 Step 5) inclusive of all allowances for internationally recruited staff, and US\$ 91,267.91 inclusive of all allowances for locally recruited staff.

Applications must be made through the AUC E-recruitment Website <http://www.aucareers.org> not later than 13 May 2017.

Applications are pre-screened by the system according to the published requirements of the job opening on the basis of the information provided in the application. In relation to the requirements of the job opening, applicants must provide complete and accurate information pertaining to their qualifications, including their education, work experience, and language skills. Each applicant must bear in mind that submission of incomplete or inaccurate applications may render that applicant ineligible for consideration for the job opening. Initial screening and evaluation of applications will be conducted on the basis of the information submitted. Applications cannot be amended following submission. Candidates under serious consideration for selection will be subject to a reference-checking process to verify the information provided in the application.

Directorate of Administration and Human Resource Management  
African Union Commission  
Addis Ababa (Ethiopia)

***Contract Type***

Short Term

***Employment Fraction***

Full-time

***Branch***

AU Liaison Offices – AMISOM