



# *International Criminal Tribunal for the former Yugoslavia*

## COMPUTER OPERATIONS ASSISTANT, G-5

DEADLINE FOR APPLICATIONS	:	10 February 2010
DATE OF ISSUANCE	:	12 January 2010
OFFICE	:	Operations Unit, Information Technology Support Section
VACANCY ANNOUNCEMENT	:	2010/REG/ITSS/002-GS

Extension of the appointment is subject to the extension of the mandate and/or the availability of funds.

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

## RESPONSIBILITIES

The incumbent will, under the supervision of the Senior Audio/Visual Technician, operate courtroom computer equipment before, during and after sessions. Equipment includes, but is not limited to, computer-based evidence storage, retrieval and presentation systems (Ringtail – eCourt system), real-time transcript systems, in-court LAN systems and related applications. Support the technical operation of the courtroom by installing, maintaining and troubleshooting all automation systems as necessary. Perform these duties before, during and after court sessions. Assist courtroom participants in presenting computer-based graphics, slides and multimedia presentations. Prepare, issue and track all automation equipment used in session support. Instruct and advise courtroom participants and staff concerning use of courtroom computer equipment. Assist in maintenance of courtroom ITSS inventory records. Liaise with appropriate substantive and technical personnel from all parties to ensure coordinated and appropriate use of IT systems. Maintain courtesy, deportment and demeanor appropriate to the courtroom environment and high level of competence, personal knowledge and expertise via appropriate reading, attendance of seminars and trade shows, training and testing.

## CORE COMPETENCIES

- Professionalism- Solid technical skills with ability to apply good judgment in pressure situations.
- Planning and Organising- Effective organisational skills and ability to handle a large volume of work in an efficient and timely manner. Ability to train and supervise the work of new and lower level staff. Ability to plan and complete assigned work, within allocated time.
- Teamwork- Work collaboratively with colleagues to achieve organizational goals.
- Client Orientation- Ability to identify client's needs and appropriate solutions; ability to establish and maintain productive partnerships with clients.
- Technological Awareness- Solid technical experience in telecommunications and/or information technology. Ability to explain and present technical information to a wide variety of staff.

## QUALIFICATIONS:

**Education:** High school diploma or equivalent; demonstrated ability to use computer technology.

**Experience:** 5 years Experience in telecommunications and/or information technology.

**Languages:** Fluency in oral and written English. Knowledge of other ICTY languages is desirable.

**Other:** External applicants must complete the UN Personal History Profile (PHP) form obtainable from the ICTY website ([www.un.org/icty](http://www.un.org/icty)).

The successful incumbent shall be physically capable of lifting computers, monitors and printers up to 15kgs.

PLEASE NOTE THAT APPLICATIONS RECEIVED AFTER THE DEADLINE WILL NOT BE ACCEPTED.