United Nations peacekeeping and political missions have evolved over time to respond to different conflicts and changing political landscapes. Civilian peacekeepers work as administrators and engineers, police officers and legal experts, economists and electoral observers, specialists in civil affairs and gender, as well as experts in information technology and public information among other specialized functions. International positions have two categories, Professional and Higher and Field Service, which are distinguished by levels of responsibility as well as education and work experience requirements.

There are various career opportunities related to Procurement, such as the following:

- Chief Administrative Services
- Contract Management Officer
- Administrative Officer

An advanced university degree (Master’s degree or equivalent) in business administration, public administration, commerce, engineering, law or a related field area is required for positions in the Professional and Higher category. A first-level university degree in combination with two years of relevant experience may be accepted in lieu of the advanced university degree. For positions in the Field Service category, a High School or equivalent diploma is required. A technical or vocational certificate in contract law, quality management, and/or logistics management or related area is required in addition to the specified experience. English and French are the working languages of the United Nations. Knowledge of a second official UN language is an advantage.

The Procurement Occupational Group is part of the Job Family, which belongs to the Management and Operations Support Job Network. Procurement is a complex global service tasked with developing and managing all procurement and contractual aspects of projects for the procurement of diverse services and commodities ranging from information technology, electronic equipment, to construction materials, vehicles, medicines, foodstuffs, furniture and office supplies worldwide. Procurement services are provided by taking into account local economic and other conditions.

Procurement professionals have well-rounded knowledge of procurement, associated policies, practices and procedures and an ability to apply this knowledge across global peace operations. They formulate strategies and design innovative solutions regarding complex procurement projects; provide support and guidance at all stages of the procurement cycle; conduct market research; oversee adherence to contractual agreements, recommend amendments and extensions of contracts; participate in negotiations with senior supplier representatives; sign procurement orders up to authorized limits.

The United Nations fosters gender equality and encourages applications from suitably qualified and experienced women across the full range of career opportunities particularly in the more “non-traditional” field careers such as Aviation, Logistics or Engineering.

Helpful Links

- careers.un.org
- hr.un.org
- inspira.un.org
- point.un.org

Procurement

Nature of our Work

Working in the Field

Gender
Over time, the United Nations has increased its presence in locations all over the world. There are over 130 field offices, which include peacekeeping and political missions and humanitarian field operations, and they play an essential role in identifying, highlighting, and responding to emerging challenges. While the work may vary greatly, the one unifying factor is the opportunity to make a difference, both in the world and in your own life.

Together with its partners, the UN is tasked with a variety of responsibilities, such as providing and coordinating humanitarian assistance; promoting and protecting human rights; promoting the wise stewardship of the global environment; assisting countries to combat the supply of illicit drugs, crime and corruption; and providing information on the Organization and its activities in the various locations in which it operates.

**Global Workforce**

Before you navigate through the existing job opportunities available online, we strongly advise that you read carefully the description of each current UN operation through the links to the mission website.

Please apply for the positions that best match your expertise, qualifications, experience and aspirations. The necessary education background/training, experience and skills to perform a specific job are explained in the qualification section of each vacancy announcement.

If you are interested in working for Peacekeeping Operations, please send your resume to Outreachforpeace@un.org and write “WRUD4P” in the subject line of your email.

* Source: Map No. 4259 Rev. 20(E), Cartographic Section, Department of Field Support, UNITED NATIONS, April 2014
** political mission
Disclaimer: due to the mobile and dynamic nature of field careers, profilees may not necessarily feature in their current positions.