



**UNITED NATIONS
SYSTEM
STAFF COLLEGE**

Vacancy No:	AF/002/2025
Post Title and Level:	Associate Fellow – Data Analyst and Business Intelligence
Organizational Unit:	Integrated Business Centre, Client Management Services Unit
Duty Station:	Turin, Italy
Duration:	1 year, extendable
Deadline for Applications:	13 February 2025

At the United Nations System Staff College (UNSSC), the paramount consideration in the recruitment and employment of staff is the necessity of securing the highest standards of efficiency, competence and integrity, with due regard to geographic diversity. All employment decisions are made on the basis of qualifications and organizational needs. UNSSC is committed to creating a diverse and inclusive environment of mutual respect. The United Nations recruits and employs staff regardless of gender identity, sexual orientation, race, religious, cultural and ethnic backgrounds or disabilities. Reasonable accommodation for applicants with disabilities may be provided to support participation in the recruitment process when requested and indicated in the application.

Organizational context

The United Nations System Staff College (UNSSC) is dedicated to serving the learning and knowledge needs of the UN system and partner organizations. We create first-rate learning experiences grounded in the bedrock values of multilateralism and dignity for all enshrined in the UN charter. Participants in our programmes rely on UNSSC to enhance their knowledge and skills across leadership and management, sustainable development, and peace and security. UNSSC is headquartered in Turin, Italy with an office in Bonn, Germany.

UNSSC designs and delivers a variety of learning and training activities online and face-to-face to effectively respond to the cross-agency, far-reaching reform agenda of the United Nations. UNSSC is enhancing its internal data management systems and improving its business intelligence capacity, with a view to develop learning programmes that are relevant and respond to client needs.

UNSSC is looking for an Associate Fellow, Data Analyst and Business Intelligence to work in the Client Management Services (CMS) unit of the UNSSC Integrated Business Centre (IBC). The unit provides data management, corporate reporting, and client intelligence. The Associate Fellow will generate data-driven analyses and insights in support of decision-making processes. The person will work within

a small team under the daily guidance of the Data Engineer, and the overall supervision of the Programme Management Officer.

Responsibilities/Deliverables:

Within delegated authority, the incumbent will be responsible for the following duties:

- Using mainly MS Power B.I, develop reports, dashboards and/or other tools to effectively summarize findings and convey information to management and clients
- Analyse organizational performance data and learning analytics to identify patterns, trends, and areas for improvement; and create compelling narratives around data insights.
- Develop process improvement mechanisms for data analytics tasks
- Acquire and clean data from primary or secondary sources and maintain databases/data systems
- Implement databases, data collection systems, data analytics and other strategies that optimize statistical efficiency and quality
- Identify, analyse, and interpret trends or patterns, using basic machine learning techniques, statistical methods to identify relevant features and variables in structured sources of information and data

Core competencies

Professionalism: Excellent analytical skills with the ability to collect, organize, manage, and disseminate significant amounts of information with attention to detail and accuracy. The ability to analyse, model and interpret data in support of decision-making and convey information succinctly to management. Adept at queries, report writing and presenting findings. Ability to apply judgment in the context of assignments given, plan own work and manage conflicting priorities.

Client Orientation: Considers all those to whom services are provided to be “clients” and seeks to see things from clients’ point of view; establishes and maintains productive partnerships with clients by gaining their trust and respect; identifies clients’ needs and matches them to appropriate solutions; monitors ongoing developments inside and outside the clients’ environment to keep informed and anticipate problems; keeps clients informed of progress or setbacks in projects; meets timeline for delivery of products or services to client.

Creativity: Actively seeks to improve processes and services; offers new and different options to solve problems or meet client needs; promotes and persuades others to consider new ideas; takes an interest in new ideas and new ways of doing things; is not bound by current thinking or traditional approaches.

Teamwork: Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others’ ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

Technological Awareness: Keeps abreast of available technology; understands applicability and limitation of technology to the work of the office; actively seeks to apply technology to appropriate tasks; shows willingness to learn new technology.

Qualification requirements

Education

Advanced university degree (Master's degree or equivalent) in computer science, data science, analytics, statistics, or a related quantitative field. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree.

Knowledge and Experience

Strong knowledge of SQL is required. Progressively responsible experience in applied analytics, business intelligence, information management, statistics, project management, stakeholder management or related area is desirable. Proven experience with creating data visualizations and analyses through MS Power BI is required. Experience with other programming languages (Python, R) is an asset.

Languages

Fluency in English is required. Knowledge of another UN official language is an asset.

Conditions of Contract and Terms of Remuneration

Available at [AF_002_2025](#)