Terms of Reference

IT Project Manager

ITC is a joint agency of the United Nations and the World Trade Organisation for trade-related technical cooperation in developing countries. ITC’s Information Technology & Systems (IT&S) section under the Division of Programme Support (DPS) is looking for an IT project manager to provide support for projects and meet their IT-related project management needs.

Duties and responsibilities:
The Consultant working under the direct guidance of the Chief of Information technology & Systems and will perform following duties:
- Identify and develop requirements and technical specification
- Define deliverables and prepare system development workplans
- Communicate effectively and regularly with project stockholders
- Deliver products using best practices for project management, quality control, and product development.
- Provide ongoing support to, and maintenance of, relevant IT applications, systems and projects, including development of relevant user manuals
- Perform research and provide advice on latest technological trends

Education and Certification:
- MSc in Business Analytics, Engineering Science / Information Technology or related fields
- Project management certification (Prince2/PMP/Scrum Practitioner etc) is required.

Experience
Minimum of 5 years working experience in managing large and complex IT projects.

Language
Excellent knowledge of English. Knowledge of French or other official UN language is an asset.