



United Nations
Educational, Scientific and
Cultural Organization

Organisation
des Nations Unies
pour l'éducation,
la science et la culture

Organización
de las Naciones Unidas
para la Educación,
la Ciencia y la Cultura

Организация
Объединённых Наций по
вопросам образования,
науки и культуры

منظمة الأمم المتحدة
للإدارة والعلم والثقافة

联合国教育、
科学及文化组织

Director
Bureau of Human Resources Management

สำนักความสัมพันธ์ต่างประเทศ
เลขที่ 1427
วันที่ 2 พ.ค. 2561
เวลา 11.39
สำนักงานปลัดกระทรวงศึกษาธิการ

To:
National Commissions of Under and
Non-Represented Member States to
UNESCO

27 APR 2018

Ref.: HRM/PPL/2018/08

Subject: Young Professionals Programme 2018

Madam/Sir,

I am pleased to inform you that UNESCO is launching a call for applications to the Young Professionals Programme 2018. The objectives of the programme seek to improve the geographical representation of the Secretariat, promote gender parity at international professional level, create an enhanced pool of young civil servants, enriching and diversifying UNESCO.

In this respect, we would like to invite your National Commission to select and submit a maximum of 15 qualified candidatures meeting the following criteria:

- i. Nationals of non-represented or under-represented Member States of UNESCO, as of April 2018
- ii. Thirty-two years of age (maximum) as at 31 December 2018, i.e. born not before 1st January 1986
- iii. Holding an advanced university degree, with a specialization or a major in the following areas:

Education Sciences; Public Policy; Natural and Basic Sciences; Cultural Heritage; Social and Human Sciences; Communications and Information; International Relations and Political Sciences; Economics; International Cooperation and Development; Public and International Law; Business Administration; Finance; Accounting; Computer Science; Knowledge Management and Information Technology.

- iv. Excellent knowledge of English or French. Knowledge of both working languages is an asset.

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Besides the above criteria, the selection will be based on the Organization's core values integrity, professionalism, respect for diversity and commitment to UNESCO's mandate. A relevant first professional experience can be an asset, but is not an essential requirement.

I kindly invite you to identify the most appropriate channels (including your website, press, social media, etc.) to circulate this information to nationals of your country and reach out the most qualified candidates.

You are invited to submit - no later than 27 July 2018 - one copy of the Curriculum Vitae of each candidate (in English or French using a freestyle template of maximum two pages), together with the document (attached) duly completed, to the following address:

Young Professional Programme 2018
Bureau of Human Resources Management
UNESCO
7, Place de Fontenoy, 75352 Paris 07SP, France

We would appreciate it, if you could send an advanced copy of the documentation by email to the following address: YPP2018@unesco.org

We shall invite the candidates to submit an online application through a dedicated platform. After a thorough assessment of the applications and a pre-selection based on video interviews, a group of short-listed candidates will be interviewed for the final stage of the selection.

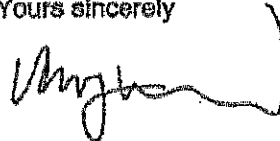
The selected candidates will be appointed as UNESCO staff members on a regular fixed-term contract at P1/P2 level. Assignments may be either at Headquarters or in a Field Office. The renewal of their contract will depend on the evaluation of their performance during the first 9 months probationary period.

During the first 12 months of service, the Young Professionals will have the opportunity to work with a mentor who will support them at the beginning of their assignment. Furthermore, Young Professionals will be given the opportunity to attend trainings on UNESCO's results based management and other relevant areas.

Should you need further information, please contact Ms Rossella Salvia, Focal Point for the Young Professional Programme: r.salvia@unesco.org, tel: +33 1 456-81073.

I wish to thank you for your kind cooperation.

Yours sincerely



Hong Kwon
Director HRM

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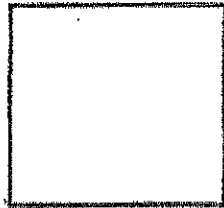
Cc: Permanent Delegations of Non - and Under-Represented Member States to UNESCO

ref 2000/175

UNESCO YPP 2018

List of candidates from XXXX (Country) - Liste des candidats (Pays)

No.	Gender / Genre (F/M)	Family name / Nom	First name / Prénom	Date of Birth / Date naissance (mm/dd/yyyy)	Degree / Diplôme (Bachelor/Master/PHD)	Area / Domaine	Phone number / Téléphone (country code + prefix + number)
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							



Application form

1. Family name - First name	2. Date of birth (d/m/y)
3. Place of birth	4. Sex
5. Marital Status	6. Present residence (city, provinces or state and country)
7. Present nationality (ies)	8. Telephone Number
9. Email	10. Skype ID (if you have it)

11. Language (List mother tongue first)	READ				WRITE				SPEAK			
	Fluent	Good	Fair	Slight	Fluent	Good	Fair	Slight	Fluent	Good	Fair	Slight

12. Computer Skills Please indicate the computer packages that you normally use.	Excellent	Good	Fair	Slight

13. Education - University or equivalent.				
Name and Place	Years attended		Degrees and academic distinctions obtained	Main Subjects
	From	To		

14. Describe in no more than 2500 characters:

Your most significant learning experience

Which personal achievement has afforded you with a sense of pride

What are your expectations in working at UNESCO

15. References - List three persons not related to you by blood or marriage, who are familiar with your qualifications.

Name	Full address	Profession

16. If you so wish, state briefly any other facts concerning your experience and achievements.

17. I certify that the statements made by me in answer to the foregoing questions are true and complete. I understand that willful misrepresentation renders me liable to dismissal, if employed.

18. You may be requested to supply documentary evidence in support of the above statements. Do not, however, send any such evidence unless asked to do so by UNESCO.

Signature:

Date:

