

No. 12/1/2022-FA(UN)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

North Block, New Delhi
Dated: the 19th January, 2022

To

1. The Secretaries,
All Ministries/ Department of the Government of India .
2. The Chief Secretaries/Administrators,
All State Governments/ Union Territories.

Subject: Proposal of Ministry of External Affairs to seek nominations from the officers of the rank of Joint Secretary and above with the Government of India and the State Governments for the post of Assistant Secretary General in the UN Department of Economic and Social Affairs (UN DESA) based in New York for a period of 3 years.

Sir/Madam,

Ministry of External Affairs vide their D.O. Letter No. 446/FS/2022, dated 14/01/2022 (copy enclosed) has sought nominations from the officers of the rank of Joint Secretary and above with the Government of India and the State Governments for the post of Assistant Secretary General in the UN Department of Economic and Social Affairs (UN DESA) based in New York for a period of 3 years. Applications have been sought **latest by 31/01/2022**.

2. Vacancy notice dated 06/01/2022 of the United Nations, thereby inviting nominations from the member countries for the post of Assistant Secretary General in UN Department of Economic and Social Affairs (UN DESA) based in New York for a period of 3 years and containing the details of duties and responsibilities, skills and expertise etc. is enclosed.
3. Officers applying for the above post are advised to follow due procedure and keep MEA and the Permanent Mission of India to the United Nations in New York informed at dsunp@mea.gov.in and hoc.newyorkpmi@mea.gov.in, respectively.
4. The last date to apply for the post of Assistant Secretary General in UN Department of Economic and Social Affairs (UN DESA) is **31/01/2022**.

Your faithfully



(Ranjit Kumar)
Director (MM)

Email : dir.mm@nic.in

Copy for Information to :

Shri Harsh Vardhan Shringla, Foreign Secretary, South Block, New Delhi w.r.t. DO letter No. 446/FS/2022, dated 14/01/2022.



No. 446/FS/2022

14 January 2022

Dear Shri Tapathi,

R-2394938/22/SajeeP
14/01/2022

The United Nations (UN) is seeking nomination of candidates for the post of Assistant Secretary General (ASG) for Economic Development in the UN Department of Economic and Social Affairs (UN DESA) based in New York. The ASG of UN DESA is a member of the UN Secretary General's Global Leadership Team and usually has a tenure of 03 years.

2. The skills and expertise needed for the position include a minimum of twenty years of experience in the field of economic and social affairs, combined with extensive and demonstrated experience in providing direction and leadership in intergovernmental processes, strategic and managerial experience in negotiation, change management, advocacy and stakeholder participation and managerial responsibility for large, multidisciplinary and multi-cultural teams, and a demonstrated understanding of the UN system, including of current economic and development challenges. Further details of the required skill set and application process are mentioned in the Annex I. Applications have been sought latest by 31 January 2022.

3. The UN DESA is a key department of the UN that advises the Secretary General on issues relating to sustainable development, climate action, science, technology and innovation. It plays a key role in various development related initiatives at the UN. As we are looking to enhance our footprint in the UN system, having a senior GOI official as ASG in UN DESA will be of value to India.

Urgent

For
14/1

Dypti U

14.1.22
DS(MM)

Plg but up
14.01.2022

U-S [FA-UN]

SECRET

4. DOPT is requested to consider circulating the vacancy for the position of ASG in UN DESA suitably among officers of the rank of Joint Secretary and above within the Government of India and State Governments.

5. Officers applying for this post may be advised to follow due procedure and keep MEA and the Permanent Mission of India to the UN in New York informed at dsunp@mea.gov.in and hoc.newyorkpmi@mea.gov.in, respectively.

With regards

Yours sincerely,



(Harsh Vardhan Shringla)

Shri Pradip Kumar Tripathi

Secretary, Department of Personnel & Training
Ministry of Personnel, Public Grievances & Pensions
North Block
New Delhi.

United Nations Nations Unies

HEADQUARTERS | SIEGE | NEW YORK, NY 10017
TEL: + 212 963 1234 | seniorleadershipvacancies@un.org

REFERENCE: DESA-21/02134

DEADLINE EXTENDED TO 31 JANUARY 2022

Assistant Secretary-General for Economic Development, DESA

The Secretariat of the United Nations presents its compliments to the Permanent Missions to the United Nations and has the honour to request the nomination of candidates for the position of Assistant Secretary-General for Economic Development in the United Nations Department of Economic and Social Affairs (UN DESA), New York, USA.

The Assistant Secretary-General for Economic Development is a member of the Secretary-General's Global Leadership Team, and as such, serves as a role model for the Organization's core values (Integrity, Professionalism and Respect for Diversity) and the desired behaviours of the United Nations System Leadership Framework.

The Secretariat welcomes nominations to supplement the Secretary-General's search and consultations and would especially welcome the nomination of women candidates.

Background

UN DESA provides guidance and leadership to promote and support international cooperation in the pursuit of sustainable development for all. Further information on UN DESA is available on the following website: <https://www.un.org/development/desa/en/>

Nominations must be submitted to the Secretariat of the United Nations through the following website: <https://www.un.org/sg/en/vacancies/index.shtml> by Monday, 31 January 2022 (midnight New York time).

The nominating Government is also requested to certify that it is not aware of any allegations against its nominated candidate that they have been involved, by act or omission, in the commission of any acts that amount to violations of international human rights law or international humanitarian law.

All nominations will be treated with the strictest confidence and short-listed candidates will be contacted directly to undergo an assessment process, reference and background checks, including human rights and conflicts of interest screening.

Duties and Responsibilities

The Assistant Secretary-General for Economic Development supports the Under-Secretary-General with his responsibilities of providing economic and finance advice to the Secretary-General and the relevant intergovernmental bodies and to:

- (a) provide thought leadership to DESA Divisions on the Department's thematic and analytical research, including those on frontier and emerging issues;
- (b) provide guidance and leadership in the preparation and review of DESA's publications and reports of the Secretary-General that are a key platform to amplify the Department's global analytical capacity and thought leadership;
- (c) spearhead cutting-edge analysis and policy innovation that informs strategic integrated planning within the United Nations development system to support Member States;
- (d) serve as a technical interlocutor with international financial and economic institutions; and
- (e) work closely with the regional commissions and the United Nations development system to draw on the unique field-based knowledge of the system to generate contributions and shape the global debate, including through the establishment and support of the United Nations network of economists.

Under the leadership of the Under-Secretary-General for Economic and Social Affairs, the Assistant Secretary-General for Economic Development in UN DESA supports the delivery of the programme of work of the Department by:

- (a) providing policy guidance to DESA Divisions and Offices on substantive and thematic issues to ensure the effective formulation and delivery of the Department's mandated programme of work;
- (b) identifying and advising on strategic opportunities that leverage DESA's comparative advantage into deliverable programmes and projects in areas that are within the competence and mandate of the Department;
- (c) advising on practical approaches to operationalize the strategic vision and priorities of the Department;
- (d) facilitating collaboration between DESA Divisions to ensure coherent mandate delivery;
- (e) engaging Member States to present the priorities and work programme of the Department and support their collective efforts in the areas within DESA's mandate;
- (f) strengthening the Department's support to intergovernmental processes related to sustainable development, especially those overseen by the UN Economic and Social Council (ECOSOC) and the General Assembly;
- (g) ensuring that the Department's support to the intergovernmental process on economic development and financing for development, is delivered in a coordinated, coherent and consensus-driven manner;
- (h) stepping up the Department's capacities for policy analysis and knowledge production; and
- (i) asserting the Department's position at the forefront of sustainable development policy.

Skills and Expertise

The Secretary-General is seeking an individual with:

- demonstrated thought leadership and policy making experience on global economic and social issues;
- demonstrated leadership experience with strategic vision and proven skills in managing complex organizations;
- impeccable personal and professional integrity;
- broad knowledge of sustainable development issues, including financing for development, and ability to build consensus amongst stakeholders;
- proven knowledge and expertise in research and analysis of economic development issues;
- proven experience in preparing analytical reports to inform policy making;
- minimum of twenty years of experience in the field of economic and social affairs, combined with extensive and demonstrated experience in providing direction and leadership in intergovernmental processes, strategic and managerial experience in negotiation, change management, advocacy and stakeholder participation and managerial responsibility for large, multi-disciplinary and multi-cultural teams;
- firm commitment to the work and objectives of the United Nations;
- demonstrated understanding of the United Nations system, including, of current economic and development challenges;
- advanced university degree (Masters or equivalent) in economics, humanities, or social sciences is required, although a PhD is desirable.

Languages

English and French are the working languages of the United Nations. For this position, fluency in English is required. A working knowledge of another United Nations official language will be an advantage.

Human Rights Screening

In accordance with the policy for the nomination of candidates, the Secretariat wishes to outline that it is the responsibility of the nominating Government to ensure that each candidate it nominates has not been convicted of or is not currently under investigation or being prosecuted for any criminal offence, or any violation of international human rights law or international humanitarian law. In the case of nominees who have been investigated for, charged with or prosecuted for any criminal offence but were not convicted, the nominating Government is requested to provide information regarding the investigation(s) or prosecutions concerned. The nominating Government is also requested to certify that it is not aware of any allegations against its nominated candidates that they have been involved, by act or omission, in the commission of any acts that amount to violations of international human rights law or international humanitarian law.

Individuals who are either nominated by Member States or who seek to serve with the United Nations in any individual capacity will be required, if short-listed, to complete a self-attestation stating that they have not committed, been convicted of, nor prosecuted for, any criminal offence and have not been involved, by act or omission, in the commission of any violation of international human rights law or international humanitarian law.

(5)

Conflicts of interest screening

All United Nations staff members are expected to uphold the highest standards of efficiency, competence and integrity. Senior leaders in particular, have the responsibility to serve as role models in upholding the organization's ethical standards.

A conflict of interest occurs when, by act or omission, a staff member's personal interests interfere with the performance of his/her official duties and responsibilities, or call into question his/her integrity, independence and impartiality. Risk for conflicts of interest may arise from a staff member's engagement in outside (non-UN) employment or occupation; outside activities, including political activities; receipt of gifts, honours, awards, favours or remuneration from external (non-UN) sources; or personal investment. In particular, no staff member shall accept any honour, decoration, favour, gift or remuneration from any Government (staff regulation 1.2 (j)).

Where a real or perceived conflict of interest does arise, senior leaders are obligated to disclose this to the organization without delay. In order to avoid real or perceived family influence or preferential treatment and conflicts of interest that could stem from such situations, the UN Staff Rules provide that appointments "shall not be granted to anyone who is the father, mother, son, daughter, brother or sister of a staff member" (staff rule 4.7 (a)).

Short-listed individuals will also be required to complete the pre-appointment declaration of interests for senior positions to identify possible conflicts of interest that may arise and to proactively prevent and manage, as much as possible and in a timely manner, situations in which personal interests may conflict or appear to conflict with the interests of the United Nations, should the individual be appointed to this position.

The Secretariat of the United Nations avails itself of this opportunity to renew to the Permanent Missions of Member States to the United Nations the assurances of its highest consideration.

6 January 2022