



UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION

JOB PROFILE

Functional Title:	INTERN
Main Duty Station and Location:	Kabul, Afghanistan

ORGANIZATIONAL CONTEXT

UNIDO is the specialized agency of the United Nations that promotes industrial development for poverty reduction, inclusive globalization and environmental sustainability. Its mission is to promote and accelerate inclusive and sustainable industrial development (ISID) in developing countries and economies in transition. The relevance of ISID as an integrated approach to all three pillars of sustainable development is recognized by the recently adopted 2030 Agenda for Sustainable Development and the related Sustainable Development Goals (SDGs), which will frame United Nations and country efforts towards sustainable development in the next fifteen years. UNIDO's mandate in SDG-9, calls for the need to "Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation". Accordingly, the Organization's programmatic focus is structured in three thematic priorities: * Creating shared prosperity * Advancing economic competitiveness * Safeguarding the environment.

UNIDO delivers its services through the following four complementary and mutually supportive core functions: (a) technical cooperation activities; (b) analytical and policy advisory services; (c) standard-setting and compliance and (d) convening and partnership role.

DEPARTMENTAL CONTEXT

The field offices are responsible for representing UNIDO in their host countries and promoting the Organization as an effective partner for development, and for this purpose maintain close contact with all local stakeholders at the country and regional levels as appropriate, including government institutions and international entities.

The country Office in Afghanistan, based in Kabul, is also responsible for coordinating and reporting on UNIDO activities in the country of coverage, and provide inputs into the development of regional strategies and policies.

The main functions of Afghanistan Office include developing a strategic framework of cooperation and active partnerships between UNIDO and national and sub-national level government institutions, private sector organizations/ business associations and enterprises, non-governmental organizations, United Nations (UN) agencies, programmes and funds, the Resident Coordinator of the UN system, and representatives of other multilateral and bilateral organizations; formulating, appraising, implementing and assessing country programmes and projects; mobilizing resources for technical assistance and global forum activities; coordinating UNIDO activities within the country and with UNIDO partners; and performing global forum functions, as relevant.

The UNIDO Country Programme in Afghanistan titled "To promote Inclusive and Sustainable

Industrial Development in Afghanistan (2017-2020)” has been structured in four components i.e. Support to national institutions through industrial competitiveness and trade capacity building and in implementing Industrial Policy for Afghanistan; Sustainable livelihoods, food security and income opportunities through private sector development; Fostering entrepreneurial youth through an Entrepreneurship curriculum programme in general education and TVET; Promoting energy efficiency and renewable energy in Small and Medium Enterprises (SMEs) in Afghanistan.

GENERIC DUTIES AND RESPONSIBILITIES

The intern shall be engaged as follows:

- a. Exposed to the regular core functions of the Country Office and as such shall have the opportunity to observe the day to day operations and engage in on-the-job training in specific actions.
- b. Engage in a specific-contained assignment described below:
 - Exposed to the regular core functions of the country Office and as such shall have the opportunity to observe the day to day operations and engage in on-the-job training in specific actions delegated by the Supervisor.
 - Get acquainted with international literature on ISID and experiences in developing countries with positive impact on poverty reduction, employment generation, and environmental protection.
 - Select, analyze and summarize international best practices on investment promotion policies and experiences in developing countries with positive impact on poverty reduction, employment generation, and environmental protection;
 - Provide support in communication of UNIDO activities through different medium;
 - Draft different reports and provide input to country office and communications to promote UNIDO’s image in the country;
 - Engage in a collaborative team work with staff in the field;
- c. Other Special emerging Projects that may enhance the learning experience of the Intern.

VALUES TO EMULATE: *Core Values: Integrity. Professionalism. Respect for Diversity.*

CORE COMPETENCIES TO LEARN ON THE JOB: *Core Competencies: Results orientation and Accountability. Planning and Organising. Communication and Trust. Team Orientation. Client Orientation. Organizational Development and Innovation.*

MINIMUM REQUIREMENTS

Age: between 21 and 35 years;

Education: enrolled in a university degree programme (Bachelors, Masters, PhD); or begins the internship within a year of completing a Master's degree; or has a Bachelor's degree and is sponsored as a part of an academic or development programme.

Language Skills: Fluency in local languages, Dari and Pashto and excellent written and spoken English is required. **Other skills:** Be computer literate in standard software applications. Previous exposure in project management can be an asset.

LEARNING ELEMENTS

- Become acquainted with the most up-to-date technical, economic and industrial developments in the relevant areas covered by the Country Office.
- Gain experience in investment promotion policies and experiences in developing countries.
- Deepen analytical skills.
- On the job training: participation in every phase of the working process.
- Gain experience in working effectively in a diverse and multi-cultural environment.

Duration: The normal duration of an internship is 3 to 6. In exceptional cases this may be shortened to 1 month or extended up to a maximum period of 12 months.

Interns are not financially remunerated by UNIDO.