

Terms of Reference

GIS/Database Internship

Project Title: FICSS

Organisation: UNHCR

Job Title: GIS/Database Intern

Duty Station: Copenhagen, Denmark

Duration: 6 months

Contract Type: Internship

Background Information

UNHCR, the UN Refugee Agency, is a global organisation dedicated to saving lives, protecting rights and building a better future for refugees, forcibly displaced communities and stateless people. Every year, millions of men, women and children are forced to flee their homes to escape conflict and persecution. UNHCR teams are in the field in over 125 countries, using their expertise to protect and care for nearly 55 million people.

We are looking for two proactive, enthusiastic individuals to complete a six months internship in UNHCR's GIS/Information team.

This internship is located in Copenhagen with the Field Information and Coordination Support Section of The Division of Program Support and Management and will report directly to the Information Management Officer (Systems). The primary responsibility of this position is to consolidate and unify UNHCR locations used in different applications and operations.

Duties and Responsibilities

This internship offers a unique opportunity to support the GIS team in the consolidation of the Enterprise geodatabase of UNHCR and unify the location dataset used in different application within the organization.

Therefore we seek a dynamic and driven individual with a strong interest in refugee issues as well as GIS and database development/computing.

Essential Minimum Qualifications and Professional Experience Required

The ideal candidate will possess:

- A university degree in GIS, computer sciences, IT or any other relevant field
- Strong communication and interpersonal skills with fluency in English
- Strong data entry and organisational skills
- Excellent knowledge of MS Office suite
- Availability to work full time (40 hours) for a six-month period



The GIS/Database Intern will be expected to engage with the following:

- Consolidation of location dataset of proGres (UNHCR global registration database);
- Consolidation of location dataset of PSR (population statistics repository);
- Prepare mapping tables for the migration from the old to the new datasets;
- Support GIS unit and work on maintaining the Enterprise geodatabase of UNHCR;
- Any other tasks as needed;

Location:

The selected intern will be based with the team in UN City, Copenhagen and work under the supervision of the Information Management Officer.

Conditions:

The intern is expected to begin in May 2016 or sooner, and be available for 6 months. The role is full time (40 hours per week) with working hours between 8.30am to 5.00pm Monday to Friday. Please note that the terms of internship as defined by UNHCR practice, preclude payment of any kind.

To Apply:

Interested applicants should submit their letter of motivation, Personal History Form (P11), and CV, including testimonials/degrees/certificates to DENCODERHR@unhcr.org indicating “**GIS/Database Internship**” in the subject of the email.

P11 forms are available on www.unhcr.org/recruit/p11new.doc

The deadline for applications is 15th May 2016