

**2013**

**YOUNG  
PROFESSIONALS  
PROGRAMME (YPP)  
EXAMINATION**

*Serving the World*

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Date

Job Families

Participating MS



# Date & Job Families

## Date:

- Tuesday, 3 December 2013

## Job families:

- Administration
- Finance
- Legal Affairs
- Public Information
- Statistics



# Participating Member States

- **Member States Invited:** The **92** Member States which as of 1 January 2012 in the system of geographical distribution were:
  - un-represented
  - under-represented
  - in-danger of falling under-represented (on the lower border limit of the range)
- **Member States Participating:** **63** Member States



# Global Outreach UN Secretariat

- Application via Careers Portal and Inspira
- Detailed information: application process; sample exams; exam centres; exam status and updates; FAQs

## 2013 participating countries

Algeria	Andorra	Angola	Antigua and Barbuda
Azerbaijan	Bahrain	Barbados	Belarus
Belgium	Belize	Brazil	Cape Verde
Chad	China	Comoros	Cyprus
-	-	-	-



# Application

# Admission



# Application

- **Application period:** 3 June 2013- 5 September 201 (11:59 PM EST) through the United Nations Careers Portal <http://careers.un.org> – in a staggered way



- » **3 June – 1 August 2013:** Administration, Finance, Public Information;
- » **8 July-5 September 2013:** Legal Affairs, Statistics

- **Important:** Incomplete and/or late applications will **NOT** be considered.
- **Acknowledgement:** Applicants will receive by e-mail an acknowledge receipt of their application.
- **Application number:** Once convoked to the written exam, candidates will receive an application number.



# Admission

## First Screening- Eligibility

- **Nationality:** Must hold the nationality of a participating Member State at the time of application
- **Age:** 32 years or younger (Date of birth: On or after 1 January 1981)
- **Education:** First-level university degree acceptable for each job family
- **Language:** Fluency in English or French
- **Experience:** No experience *required*





# Admission

## Second Screening

- If more than 40 qualified applicants from the same participating Member State in the same job family, a second round of screening will be conducted.
- Criteria for the second screening:
  - **Degree:** Additional and/or higher-level degrees acceptable for the job family
  - **Experience:** Length of work experience acceptable for the job family
  - **Language:** Fluency in additional official languages of the United Nations



# Convokees

- All candidates will receive notification regarding their admission to the written examination.
- Applicants may check the listing of application numbers on the United Nations Careers Portal <http://careers.un.org>.
- Members States will be informed on the numbers of convokees by examination centre.



# The Examination

## Written Part



- **Specialized Paper:** Multiple choice questions, essays and short questions in the substantive area, to be answered in any of the UN official languages. Each part of this paper will be eliminatory.
- **General Paper: Summary,** to be written in either English or French.



# The Examination

## Written Part (continued)

- The overall time for the written examination:  
4.5 hours
- Examinees are fully responsible for any expenses related to their travel to the examination centre.




# The Examination

## Oral Part

- Competency-based interview and possibly an oral presentation.

Know what to expect during your competency-based interview. Click below:



• [Competency-based interviewing for Applicants](#)

Useful tips for your interview:

### At your interview

The United Nations' greatest asset is the quality of its staff. To ensure that UN team we use a competency based interview process. Competency "behavioral interviews" or "criterion based interviews." Such interviews past behavior and experience is the best indicator of future performance. It tells a story about you: your talents, skills, abilities, knowledge and variety of situations.

Competency interviewing questions can look like this:

- Tell us about a situation when you went above and beyond you
- Give an example of a time when you used your problem solving
- Tell us about a time where you had a number of demands being time? How did you handle it?

- UN Secretariat will use VTC or Skype to reduce the travel cost.



Results

&

Placement



# Available posts for Placement

The posts available for placement of successful 2013 YPP candidates include:

- Regular budget posts at the P-1 and P-2 levels
- 15 % of extrabudgetary posts not financed through peacekeeping account at the P-1 and P-2 levels



# Successful Candidates Placement & Reserve Lists



- To be placed in positions at the P-1 or P-2 level in any Secretariat duty station or peacekeeping operation.
- Only those who cannot be placed will be kept on a reserve list, from which future vacancies will be filled.
- The reserve list has a lifespan of two years after the conclusion of the examination.
- Candidates who refuse **one** invitation to interview or **one** official offer of employment will be removed from the reserve list.





# Successful Candidates Assignment, Orientation & Development

- **Initial assignment:** Two years
- **Second assignment:** In a different duty station (P-1=>P-2, P-2=>P-2)
- **Two-week orientation programme** prior to the beginning of their first assignment



# In Summary



# Milestones

Outreach	June – August 2013
Application Period	3 June – 1 August (11:59 PM EST); 8 July – 5 September (11:59 PM EST)
Screening & Convoking	September – October
Administration Preparation	October - November
The Examination	3 December 2013



Gracias

Merci

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[www.un.org](http://www.un.org)

<http://careers.un.org>

谢谢

Thank You

Спасибо

