

Background

The United Nations in Bonn (UN Bonn) is assisting the International Civil Service Commission (ICSC) to recruit a Pricing Agent Consultant to support the completion of the Place-to-Place Survey during the month of **September 2018**.

The International Civil Service Commission (ICSC) is an independent expert body established by the United Nations General Assembly. Its mandate is to regulate and coordinate the conditions of service of staff in the United Nations common system, while promoting and maintaining high standards in the international civil service.

The International Civil Service Commission (ICSC) in partnership with UN agencies, programs and funds periodically conducts the Place-to-Place Survey to collect information on prices of goods and services in duty stations around the world to adjust the salaries of the employees of the United Nations organizations to account for differentials in cost-of-living. This price survey covers items of food, clothing and footwear, health, house furnishing and maintenance, communication, recreation and culture, restaurants and hotels, transportation and miscellaneous goods and services.

The Pricing Agent is responsible for data collection related to the price and significant features of these items as specified in the pricing book.

Duties and Responsibilities

Objectives of the Assignment

The Pricing Agent should compete and present a completed, filled-in book on prices of goods and services in Bonn as well as supplementary information and feedback regarding the marketplace in Bonn. The information on the list of goods, services as well as the stores where the prices should be collected from will be provided by the Survey Coordinator.

Monitoring and Reporting Requirements and Deliverables

The expected duration of the price data collection by the pricing agent is about two weeks. The information should be collected during the month of September 2018, and the fully completed pricing form should be submitted at the latest by 28 September 2018.

Compensation

Compensation will be approximately EUR 2,300, the exact amount depending on the exchange rate valid in September 2018.

Required Skills and Experience

Education

The candidate should possess a High School Diploma or equivalent.

Experience

A successful candidate should have international shopping experience with knowledge of local market. Preferably, the candidate should have lived at the country for at least one-year.

Experience in the field of statistics, economics, project management, auditing, accounting and/or finance is an additional asset.

Language

The Pricing Agent Consultant should be able to communicate effectively in German, and be conversant with English. The job requires ability for interaction with different outlet owners and workers to ensure proper interpretation of item specifications as provided on the pricing forms.

Other

In addition, the Pricing Agent should be an independent person with no past or present work experience with any of the organizations of the United Nations Common System, and not an immediate relative of a UN Staff member (child, parent, spouse, etc.)

The Pricing Agent consultant should have the ability to get around Bonn to visit the outlets by either public transportation or his/her own means of transport if necessary.

Application Procedures

Documents to be included when submitting the application:

- The Curriculum Vitae (CV) in English, including information about experience in similar projects/ Assignments.

Applications to be sent by e-mail to Johanna Bangemann Johanna.Bangemann@one.un.org by July 15th.

Evaluation Criteria

- Educational background
- Relevant professional experience
- Language skills
- Communications Skills

Shortlisted candidates will be invited for a **brief interview on Wednesday, 18 July 2018.**

The selection of the Pricing Agent Consultant will be carried out by the International Civil Service Commission (ICSC).