



International Organization for Migration (IOM)

The UN Migration Agency

Call for Applications

Position Title : **Enumerator
various positions**
Duty Station : **Szabolcs-Szatmár-Bereg County**
Type of Appointment : **Consultancy**
Duration of Consultancy : **3 months, with possibility of extension**
Estimated Start Date : **As soon as possible**
Closing Date for Application : **Open-ended**

1. *Context and Scope:*

Established in 1951, IOM is a Related Organization of the United Nations, and as the leading UN agency in the field of migration, works closely with governmental, intergovernmental and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

Under the overall supervision of the Head of Office and the direct supervision of the Displacement Tracking Matrix (DTM) Senior Project Assistant, the incumbent will be responsible for conducting interviews with arrivals from Ukraine at one of five land border crossing points: Záhony, Lónya, Barabás, Beregsurány or Tiszabecs in the framework of the overall IOM Hungary's response in Ukraine's neighbouring countries.

2. *Nature of Consultancy*

Conducting interviews with arrivals from Ukraine at one of five land border crossing points: Záhony, Lónya, Barabás, Beregsurány or Tiszabecs in the framework of the overall IOM Hungary's response in Ukraine's neighbouring countries.

3. *Organizational Department / Unit to which the Consultant is contributing:*

The Displacement Tracking Matrix

4. *Tasks to be performed under this contract*

- Conduct face-to-face survey interviews with arrivals from Ukraine at one of five land border crossing points: Záhony, Lónya, Barabás, Beregsurány or Tiszabecs in Ukrainian, Russian or English languages.
- Collect the information on humanitarian needs through close coordination with counterparts and partners.
- Inform the direct supervisor about evolving movements, trends and dynamics.
- Report to the direct supervisor on implementation status, including the progress, irregularities and shortfalls.

- Respect deadlines and ensure the accuracy of the survey data submitted.
- Ensure that all data collection is in line with IOM's data protection principles.
- Perform any other duties as may be assigned.

5. ***Performance indicators for the evaluation of results***

- Successful conduct of interviews with arrivals from Ukraine interviewed at one of the five land border crossing points Záhony, Lónya, Barabás, Beregsurány or Tiszabecs.
- Quality and accuracy of data submitted (from 1 to 5 where 1 is the lowest and 5 the highest);
- Professionalism of communication with IOM DTM team (from 1 to 5 where 1 is the lowest and 5 the highest).

8. ***Education, Experience and/or skills required***

Education

- High school diploma

Experience

- Experience in conducting data collection and interviews is an advantage.
- Previous experience with international organizations, NGOs and/or EU Agencies would be an asset

Languages

- Fluency in Ukrainian/Russian is required and working knowledge of English.

Other

- Residing in the area nearby one of five land border crossing points: Záhony, Lónya, Barabás, Beregsurány or Tiszabecs is an advantage

6. ***Travel required***

Frequent travel required between the following land border crossing points: : Záhony, Lónya, Barabás, Beregsurány or Tiszabecs, as well as potentially to Country Office in Budapest.

7. ***Competencies***

Values

- **Inclusion and respect for diversity:** respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- **Integrity and transparency:** maintains high ethical standards and acts in a manner consistent with

organizational principles/rules and standards of conduct.

- **Professionalism:** demonstrates ability to work in a composed, competent and committed manner and exercises careful judgment in meeting day-to-day challenges.

Core Competencies – behavioural indicators

- **Teamwork:** develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- **Delivering results:** produces and delivers quality results in a service-oriented and timely manner; is action-oriented and committed to achieving agreed outcomes.
- **Managing and sharing knowledge:** continuously seeks to learn, share knowledge and innovate.
- **Accountability:** takes ownership for achieving the Organization's priorities and assumes responsibility for own action and delegated work.
- **Communication:** encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

Notes

Any offer made to the candidate in relation to this vacancy notice is subject to funding confirmation.

Appointment will be subject to certification that the candidate is medically fit for appointment and verification of residency, visa and authorizations by the concerned Government, where applicable.

How to apply:

Interested candidates are invited to submit their CV in English via e-mail at IOMBudapestHR@iom.int.

The reference code IOM Enumerator – Hungary must be clearly indicated in the e-mail subject otherwise the application will not be correctly routed.

Internal candidates with the required qualifications are invited to submit the internal application form in English at the above e-mail address.

Candidates who do not possess the above requested qualifications will not be taken into consideration. Only shortlisted candidates will be contacted for an interview, soon after the closing of the Vacancy.

Posting period:

From 31 March to open-ended