



CONSULTANT/IC ROSTER	Roster 17-18 (005)
DATE OF ISSUANCE	7 September 2017
DEADLINE FOR APPLICATIONS	15 September 2017
DUTY STATION	GSC (Brindisi, Italy)
SECTION/UNIT	Central Services

***UNGSC seeks qualified applicants for short-term engagements as:
Music Producer***

Candidates will only be contacted when a requirement arises. UN Personal History Form (P11 or PHP) of potential candidates will be stored in UNGSC Human Resources roster. Only candidates under consideration will be contacted for a further assessment.

Please note that for established fixed-term positions advertised on GSC/UNLB website, it is necessary to submit a separate application, quoting relevant VA No. in order to be considered.

Terms of Reference (TOR)

DUTIES AND RESPONSIBILITIES

Main duties and responsibilities

- Interact with the Comm. Unit in order to be briefed on the video project
- Edit and assemble a final product with full soundtrack and subtitles where appropriate, following the instructions of the Comm. Unit. Three rounds of edits shall be included for each version at no additional cost
- Provide a final version in AIFF, WAV and/or MP3 formats and ensure that these files are provided to the BSS-CLC on a digital storage medium, such as a USB or a hard drive.
- Secure all usage rights for third-party music used in the production
- Any other duties required to ensure the successful completion of the project
- Provide creative inputs matching the style and purpose of the video
- In consultation with relevant staff/units, assist in planning the design, production and scheduling of musical works
- Work on the draft of the sound score and makes it available before the completion of the video editing draft
- Provide personnel for the voice over if needed by the project
- Must be able to provide and record vocals for the score
- In accordance with the Comm. Unit, work on the synchronization and adaptation of the sound score to the edited version of the video.

MINIMUM QUALIFICATIONS AND SKILLS

Education: High school diploma or equivalent is required.

Experience: Responsible work experience in music production and editing for film, television, advertising, documentaries or web broadcast: A minimum of 10 projects completed is required.

Language: English and French are the working languages of the United Nations Secretariat. For the post advertised, fluency in oral and written English is required.

Other Required Skills:

- Knowledge of modern DAWs, Logic or Pro Tools preferable.
- Proven track record of satisfactory completed projects of similar complexity.

Please note that only candidates under consideration will be required to show proof of experience.

The United Nations is an Equal Opportunity Employer. In an effort to improve the gender balance within the organization, female candidate are strongly encouraged to apply.

Interested candidates who possess the relevant qualifications and experience, are either EU nationals or possess the right

to live and work in the EU and able to commence work on short notice in Brindisi, Italy, are invited to submit their UN Personal History Form (P.11) or UN Personal History Profile Form (PHP) BY EMAIL ONLY to: ungsc-hr@un.org quoting the Reference No. "Roster-17-18 (005)" in the subject line.

PLEASE INDICATE "Roster 17-18 (005)" IN THE SUBJECT LINE OF YOUR E-MAIL.

**APPLICATIONS MUST BE RECEIVED BY THE DEADLINE: 15 September 2017.
APPLICATIONS RECEIVED AFTER THE DEADLINE WILL NOT BE CONSIDERED.**