

Job no: 594910

Contract type: Temporary Appointment

Location: Democratic Republic of Congo

Categories: Operations

UNICEF works in over 190 countries and territories to save children's lives, defend their rights, and help them fulfill their potential, from early childhood through adolescence.

At UNICEF, we are committed, passionate, and proud of what we do for as long as we are needed. Promoting the rights of every child is not just a job – it is a calling.

UNICEF is a place where careers are built: we offer our staff diverse opportunities for professional and personal development that will help them reinforce a sense of purpose while serving children and communities across the world. We welcome everyone who wants to belong and grow in a diverse and passionate culture, coupled with an attractive compensation and benefits package.

Visit [our website](#) to learn more about what we do at UNICEF.

The Democratic Republic of the Congo (DRC) is responding to its 17th Ebola Virus Disease (EVD) outbreak, confirmed in May 2026 and affecting Ituri, North Kivu, and South Kivu provinces. The situation remains complex and evolving, with transmission occurring in both community and health-care settings. Response efforts are led by national authorities in a context shaped by health system limitations, logistical constraints, insecurity, displacement, and diverse community perceptions influencing health-seeking behaviors.

UNICEF supports the Government through a multi-sectoral approach, focusing on community engagement, surveillance, infection prevention, and the continuity of essential services for vulnerable populations.

This context requires strong coordination, adaptability, and cultural sensitivity to support effective and equitable response efforts, particularly for children and at-risk communities.

How can you make a difference?

The Operations Specialist, based in Beni & Butembo, provides strategic leadership, coordination and oversight of all operational functions including Supply Chain, Finance, Administration, Risk Management, and ICT for the Ebola response. The incumbent ensures that operational systems are agile, risk-informed, and responsive to emergency needs, enabling the timely delivery of supplies, rapid deployment and wellbeing of personnel, and uninterrupted program response across affected areas.

The Operations Manager acts as a senior member of the Ebola Coordination team based in Beni & Butembo advising on the most efficient operational approaches, operational risks, governance, resource optimization and systems strengthening, while ensuring alignment with the emergency response plan and applicable simplified emergency procedures.

Major duties and responsibilities:

- Valuing People: Develop people resources to promote technical competence and foster career progression and retention of a “fit for purpose”/ agile workforce

- Valuing Money: Champion strategic resources to achieve organizational goals and ensure Value for Money (VfM)
- Valuing Risk Management: Enhance Risk Management to increase organizational performance and strengthen internal control
- Valuing Systems and Structures: Ensure further operational centralization and optimization for maximized efficiency gains
- Valuing Partners: Strengthening internal and external-facing partnerships and leveraging UNICEF's oversight and understanding of financial management across all areas of the office

If you would like to know more about this position, please review the complete Job

Description here:  [12 - ToR Ops Specialist, P3, Beni - Butembo - Batch.docx](#)

To qualify as a champion for every child you will have...

Minimum requirements:

- **Education:** An Advanced University Degree (Master's and above) in one of the following areas is required: Business management; Financial management; Accounting; Public Finance or a full professional accounting designation (CA, ACA, ACCA, CPA, CIMA, CPFA, Expert Comptable) from an internationally recognized institute/body of accountancy with valid membership in good standing is required.
- **Work Experience:** A minimum of 5 years of professional experience, at the national and/or international level, is required
- **Language Requirements:** Fluency in French and intermediate English are required.

Desirables:

- Language: Knowledge of another official UN language (Arabic, Chinese, Russian or Spanish) or a local language
- Emergency response, Business continuity planning, Audit, supply planning, Process improvement, ERP systems
- Relevant experience at country level, particularly in development, fragile settings and humanitarian contexts.

For every Child, you demonstrate...

UNICEF's Core Values of Care, Respect, Integrity, Trust and Accountability and Sustainability (CRITAS) underpin everything we do and how we do it. Get acquainted with Our Values Charter: [UNICEF Values](#)

UNICEF competencies required for this post are...

- (1) Builds and maintains partnerships
- (2) Demonstrates self-awareness and ethical awareness
- (3) Drive to achieve results for impact
- (4) Innovates and embraces change
- (5) Manages ambiguity and complexity
- (6) Thinks and acts strategically
- (7) Works collaboratively with others
- (8) Nurtures, leads and manages people