Job Title	Database Expert
Organization	UNESCO/Kabul Office
Duty Station	Kabul, Afghanistan
Job Number	KAB/CLT/06/2018/001
Contract Type	Consultancy Contract
Rate	Based on qualification, level of expertise and experience
Announcing Date	26th June 2018
Closing Date	23rd July 2018 (midnight, Kabul time)
Contract Duration	2.5 months
Probationary Period	N/A

Background:

Afghanistan is believed to possess a significant amount of minerals which might substantially contribute to its future economic development. However, there is also risk involved, as the experience of other countries has shown.

In Afghanistan, around 25 mining areas of interest have been identified throughout the country, some of which require strategic or large-scale mining projects: this significant number of sites, scattered throughout the country, spreads the possible social and physical impacts of the extractive industries sector nationwide, thus confirming the necessity of considering the governance of this process as a priority to achieve sustainability in all its diverse interconnected factors, including the protection of natural and cultural heritage resources.

In 2014 UNESCO started a specific program aimed at providing technical assistance to the Ministry of Information and Culture (MoIC) and the Ministry of Mines & Petroleum (MoMP) in undertaking archaeological surveys in and around main mining sites in Afghanistan, and in preparing heritage management plans to ensure protection and preservation of cultural heritage.

Initially conceived as a two-year project (2014-2016), this first phase has included the preparation of a digital database of heritage sites in Afghanistan. The database will serve as management tool for the relevant Afghan authorities in their efforts of ensuring proper integration between the protection of cultural properties and the need of promoting sustainable development in the country.

UNESCO has recently commenced a II Phase project which will enhance the results achieved so far, and will continue improving the digital platform as created in the I Phase of Project.

Under these circumstances, UNESCO is looking for a committed Consultant with specific experience in databases creation and management, specifically in the field of GIS applied to archaeology/Cultural Heritage. The incumbent will carry out an update of the already existing Database of Heritage Sites (as prepared in the I Phase), as part of the activities UNESCO will be carrying out within the Project's framework.

Scope:

Under the overall supervision of the Head of Culture Unit and direct supervision of the Project Manager, the successful candidate will be responsible for updating and improving the general framework and structure of the Database of Heritage Sites, as prepared in the I Phase of Project.

The incumbent shall be also responsible for conducting an informative workshop for relevant officials from the Ministry of Information & Culture (MoIC; notably from the Afghan Institute of Archaeology – AIA) on the updates brought in the database. The candidate must possess the technical knowledge in the field of databases for archaeological sites and structures.

Main Responsibilities:

The Database Expert shall:

- Improve the general framework and structure of the FileMaker Pro database, keeping all the data and information already included within the database. The final database will have to feature several levels of accessibility, and be accessible via a specific network;

- Link this database to a GIS, currently implemented by UNESCO Kabul Office, through the setting up of a Microsoft Access database;

- Conduct an informative workshop (1week maximum) on the updates implemented on the database's structure and framework.

Qualifications and requirements:

Academic qualifications*:*

- Master's Degree of higher in archaeology or closely related field.

Years of Work Experience:

- At least 4-5 years of relevant experience in organizing and compiling databases for archaeological/cultural heritage linked to GIS, and sound knowledge of related software (ArchGis, FileMaker Pro, Microsoft Access);
- Demonstrable experience in working in a multi-cultural team;
- Previous experience in conflict/post-conflict contexts, including Afghanistan, is an advantage;

Other Competencies/skills*:*

- Excellent IT skills (with specific regard to aforementioned software).

Language requirements*:*

- Fluency in English is a requirement (both written and oral). Knowledge of Dari/Farsi would be an asset.

Expected Deliverables:

The expected deliverables under this contract will be:

1. The improved general database for Cultural Heritage in Afghanistan in a FileMaker Pro Format (fmp), with different level of accessibility and network connection;

2. The Microsoft Access database featuring the same information as the FMP one, but set in a way that allows it to be easily linked to a GIS;

3. The informative 1- week workshop in Kabul;

4. Final Report will describe all the activities conducted under this contract, including possible challenges encountered and recommendations to mitigate identified difficulties.

Working period and work conditions:

Working period:

2.5 -month Consultancy Contract.

Work conditions:

The contract includes a short mission to Kabul. The Contractor might be requested to be deployed at the relevant Ministries when required.

How to Apply:

The interested candidates should send **a written proposal** to k.human-resource@unesco.org before 23rd July 2018 (by midnight, Kabul time), with subject KAB/CLT/06/2018/001.
1.An up-to-date curriculum vita;
2.A statement indicating how their qualifications and experience make them suitable for the assignment;
3.An indication of the approach he/she would adopt to carry out the assignment, including any inputs that may be required form UNESCO.