

VACANCY ANNOUNCEMENTS

IOM, a related organization of the United Nations, and the leading UN organization in the field of migration, is looking for prospective candidates for the following positions on **Special Short Term (SST) Contracts**. Deadline for the applications is **28th January 2024**.

Vacancy Number : **SVN-04/2023 (3 positions)**
Position : **OPERATIONS COORDINATOR
(Operations & Migrant Services)**
Duty Station : **Colombo**
Salary Per month : **As per UN Salary Scale at G4 Level**

The candidate must have a degree in Business Administration, Client Services, Social Science, or a related field from an accredited academic institution with two (02) years of professional experience in the related field; or minimum four (04) years of related work experience with High School Diploma. Experience in migrant-related programmes or visa related services highly desired. Experience in client services will be advantageous. Familiarity in MS- office and other related office software – especially related to document scanning / e-filing is required.

Vacancy Number : **SVN-05/2024**
Position : **SENIOR OPERATIONS COORDINATOR
(Operations & Migrations Service)**
Duty Station : **Colombo**
Salary Per month : **As per UN Salary Scale at G6 Level**

The candidate must have a degree in in political or social sciences, International Relations, Law, Migration Studies, Social Studies, or a related field from an accredited academic institution with four (04) years of professional experience in the related field; or minimum Six (06) years of related work experience with High School Diploma. Experience in migrant-related programmes or visa related services highly desired. Experience in customer service, Experience in managing a team is required. Experience in liaising with governmental and diplomatic authorities and national and international institutions is desired.

For more details on job descriptions and instructions on how to apply for the positions, please visit <https://srilanka.iom.int/careers>

Only short-listed applications will be acknowledged.