FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS

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Sector
Non-profit International Organization

Organization’s profile
The Food and Agriculture Organization is a specialised agency of the United Nations whose mandate includes fighting hunger by helping developing countries to improve their food production, agriculture, fisheries and forestry. FAO has approximately 6,000 employees worldwide with the purpose to eliminate hunger, food insecurity and malnutrition; make agriculture, forestry and fisheries more productive and sustainable; reduce rural poverty; enable inclusive and efficient agricultural and food systems; and increase the resilience of livelihoods from disasters.

The SSC in Budapest has been operational since January 2008, currently employing around 130 persons, its main task is to provide administrative services to FAO offices worldwide. The functional objectives of the SSC are to address functions relating to outreach; oversee the latest in information technology; comply with FAO governance, oversight and direction; and to maximize effectiveness through administrative and support services.

The SSC office in Budapest is organised into dynamic teams, where daily duties involve using Oracle and other corporate management systems and require high customer service orientation. The possible assignments involve addressing incoming requests, screening and checking background material, and processing the required actions in compliance with FAO rules and procedures.

Organization’s application procedure
- CV & cover letter by e-mail

Languages spoken within organization
English, Spanish, Russian, French, Chinese and Arabic

Languages recruiting for
English

Possible locations for job/internship opportunities
Shared Services Center in Budapest, Hungary

Examples of jobs / internships for the Career Fair participants:
Administrative positions in the field of Human Resources, Accounts Payable, Vendor Management, Support and Travel