



International
Labour
Organization

ILO - INTERNATIONAL LABOUR OFFICE

Junior Professional Officer (JPO) Programme Chiffre Nr. 2026-1-08

1. General Information

Title: Junior Professional Officer on Wages and Incomes

Department: Conditions of Work and Equality Department (WORKQUALITY)

Organisational Unit: Inclusive Labour Markets, Wages and Working Conditions Branch (INWORK)

Duty Station: Geneva, Switzerland

Duration of assignment: 2 years with possibility of extension for another year. The extension of appointment is subject to yearly review concerning priorities, availability of funds, and satisfactory performance

Please note that for participants of the JPO-Programme two years work experience are mandatory! Relevant work experience can be counted. In order to assess the eligibility of the candidates, we review the relevant experience acquired after obtaining the first university degree (usually bachelor's degree).

2. Introduction

The position is located in the Inclusive Labour Markets, Wages and Working Conditions Branch (INWORK). INWORK aims to improve working conditions and the protection of workers through effective policies, thereby contributing to achieving an inclusive labour market which provides adequate wages and access to quality employment for all. In addition to wages and labour incomes, the Branch oversees working time and work organization, contractual arrangements, employment protection (economic dimension), digital platforms and data privacy. It provides technical assistance to governments and social partners in ILO Member States on relevant policies, including minimum wage fixing systems, collective bargaining and equal pay. It also undertakes research on wages and labour income, such as the Global Wage Report, a biennial ILO flagship report. Notably, the team leads the ILO work on living wages in line with the 2024 ILO tripartite agreement reached during a meeting of experts on wage policies, including living wages, and it explores the concept of the living income. It backstops the implementation of development cooperation projects on wages and labour incomes, including living wages and incomes, particularly under the ILO Living Wage Programme launched in April 2025. Moreover, it contributes to the Living Wage Initiative under the ILO Global Coalition for Social Justice, a platform for the exchange of information and experience.

The main role of the position is to support INWORK in implementing the ILO mandate on wages and incomes, in line with the ILO Programme and Budget.

3. Duties and Responsibilities

Under the direct supervision of Chief of INWORK, the JPO will perform the following duties and responsibilities:

- Contribute to the Programme on Living Wages, a multi-donor technical assistance facility, including the formulation of project proposals to potential partners and the implementation, monitoring and evaluation of project activities.
- Contribute to the Living Wage Initiative under the Global Coalition for Social Justice, a forum for the exchange of information and experience, including by preparing and facilitating global, regional and national conferences.
- Raise awareness and understanding of the concept of the living wage among ILO constituents, living wage and income initiatives and other relevant stakeholders, including through guidance materials, conferences, roundtables and workshops.
- Contribute to research to improve the understanding of the concepts of the living wage and the living income, including with regards to the needs of workers and their families as well as economic factors.
- Contribute to capacity-building measures, including by designing and conducting training materials, for example with and at the International Training Centre of the ILO (ITCILO).
- Strengthen the engagement with other UN agencies and the multilateral system.

A work plan with a timetable on specific deliverables, including also training and learning components, will be agreed upon between the JPO and the supervisor. Regular meetings between the JPO and the supervisor will be scheduled to discuss progress and provide opportunities for feedback, also with a view to inform adjustments to the work plan. The JPO will accompany and assist the supervisor or other assigned ILO staff and participate in seminars, workshops and meetings. Performance management will be reviewed in accordance with the ILO Performance Management Framework, as applicable to JPOs.

4. Qualifications and Experience

Education:

Master's degree in economics, or a relevant field, that includes quantitative methods.

Work experience:

A minimum of two years of relevant experience in combining research, data analysis and policy advice on labour market issues. Work experience in the area of wages and incomes, at international or country level, but particularly in low-income countries, is desirable.

Skills required for the assignment:

The candidate is expected to demonstrate and be guided by ILO core competencies (Integrity and transparency, Sensitivity to diversity, Orientation to learning and knowledge sharing, Client orientation, Communication, Orientation to change, Takes responsibility for performance, Quality orientation, Collaboration).

In addition to the ILO core competencies, the following is required:

- Knowledge and understanding of theories, concepts and approaches relevant to the area of wages and incomes.
- Knowledge of IT applications for information collection, management and dissemination.
- Ability to use analytical tools and qualitative and quantitative research methods.
- Ability to identify sources and develop methods for data collection.
- Research and analytical skills.
- Communication skills, both in writing and speaking.
- Ability to adapt quickly to new IT software and systems.
- Ability to maintain effective and collaborative working relationships.
- Ability to prepare and deliver internal presentations and messages, using a range of techniques and technologies.
- Ability to work effectively in a multicultural environment and to demonstrate gender-responsive, non-discriminatory and inclusive behaviour and attitudes.

Languages:

Excellent command of English. A working knowledge of a second working language of the ILO (French, Spanish) is desirable.

5. Training Components and Learning Elements

As part of the overall framework of the JPO programme, the JPO will benefit from the following training and training opportunities:

1. Use of the yearly JPO duty-related travel and training allocation (DTTA) to increase his/her technical capacities in various areas.
2. Participation in workshops, conferences and training organized in person and virtually.
3. On-the-job training and regular mentoring.

	Learning Objective	Training Components
1.	Become familiar with ILO approach to wage policy and living wages	Participate in workshops and training activities on wage policies, including living wages; read the ILO minimum wage policy guide and the ILO methodology to estimate living wages
2.	Become familiar with the tripartite nature of the ILO	Attend ILC and GB sessions and discussion; and attend tripartite workshops on wage-related activities
3.	Improve knowledge of labour market statistics and data	Participate in meeting about the future wage data hub; become familiar with different types of statistical surveys (labour force surveys, household income and expenditure surveys, establishment surveys).

7. Background Information

The ILO has zero tolerance towards sexual exploitation and abuse. The ILO is committed to ensuring that no member of staff or beneficiary of the Office's assistance is subjected to such abuse, either directly or indirectly. To ensure that individuals with a proven history of sexual exploitation and abuse, sexual harassment or other types of abusive behaviour are not recruited by the Office, the ILO may conduct background checks on candidates under consideration.

The ILO values diversity, welcoming applications from all qualified women and men, particularly those with disabilities. If needed, reasonable accommodation will be provided in the recruitment phase to ensure equality of opportunities.

The ILO has a smoke-free environment.

Bitte senden Sie Ihre JPO-Bewerbung direkt an das Büro Führungskräfte zu Internationalen Organisationen (BFIO) unter Angabe der Chiffre Nr. 2026-1-08 auf dem Bewerbungsbogen

Alle Informationen finden Sie unter www.bfio.de