

Application Process

Step 1: Confirm your eligibility

Carefully review basic application criteria on the [YPP Home page](#).

Step 2: Review the job opening

Read the job opening for the exam subject you are interested in and make sure you fulfill the requirements. The list of job openings can be found on the [YPP Home page](#).

Step 3: Prepare an application

Apply to the selected job opening through [Inspira](#). Additional guidelines on creating applications are available by clicking on the "Manuals and Help" link found in the upper right-hand corner of the webpage when you log in to <https://inspira.un.org>.

Important Practical Information

- Screening questions: Make sure you carefully read through the screening questions. They are intended to verify the eligibility of applicants. If you cannot answer all screening questions affirmatively you might not be eligible to take part in the YPP.
- Nationality: In the field marked "Country of Nationality", enter the participating country under which you wish to be considered for the examination. Please note that the fields "Nationality at Birth" and "Other Nationalities" will not be considered in the eligibility screening.
- Education: It might happen that your obtained education does not correspond to any of the given choices. If your exact education is not listed in the drop-down menu, please select the closest relevant option and explain discrepancies under "Additional Comments." Only if you find no match at all, you may choose "Other" in these two fields. The "Specialization" field will not be considered in the screening process.
- Work experience: Where more than 40 candidates of the same nationality apply for the YPP, relevant work experience will be used to rank candidates. Please be precise and succinct about your work experience. To view an example, click [here](#).
- Languages: You must be fluent in all four areas (speak, read, write, understand) in English or French. Indicating anything less than "Fluent" in any of the four areas will render you unqualified.

Step 4: Application evaluation

Your application will be screened to determine if you are eligible for the examination in the exam subject you applied for. If more than 40 applicants from the same country apply for the same exam area, those applicants will be further screened and ranked by a Human Resources Officer according to points given for the following additional qualifications: highest level of education completed, knowledge of official UN languages, and relevant work experience. Please be aware that many potential applicants do not pass the screening stage due to incomplete or inaccurate applications.

If your application was successful, you will be informed that you are convoked to the examination. If determined that you are not eligible to apply or if your application was unsuccessful, you will be informed that you have not been convoked to the examination. You will be able to check the status of your application by typing your application number in the search section on the [Convocation status & Examination centre](#) page.

Recruitment process

Placement on the roster

Successful candidates will be placed on their respective rosters in July and will remain on the roster for the duration of two years. After two years the roster closes. Those not placed within these two years will no longer be considered for posts and will have to re-take the YPP examination if they wish to be reconsidered.

Type of contract offered

Candidates who are selected from the reserve list will be offered a two-year fixed term contract at the start of their Professional career with the Secretariat. After two years and subject to satisfactory performance, they may be granted a continuing contract.

Level of first placement

Your placement level can only be at a P-1 or P-2 level. Successful candidates holding a bachelor's degree and no work experience will be offered placement at the P-1 level. Successful candidates holding a bachelor's degree and two years of work experience, or a master's degree and no work experience, will be offered placement at the P-2 level. You are expected to serve for a minimum of two years in that position before being considered for appointment to another position.

Managed Reassignment Programme

Once a year, junior professionals with a minimum of 2 years in their first function will be invited to participate in a Managed Reassignment Program (MRP). They are invited to select other positions of interest to them so they can be reassigned to another position, normally in a different department and duty station. The objective of this programme is to provide Junior Professional staff with new opportunities to diversify and develop their career, to acquire new skills and to consolidate a solid foundation for their career advancement. It should be noted that staff are responsible for selecting as many positions as possible in order to maximise their chances of reassignment. Those who are not successful may be required to participate in the following MRP.

(Source: UN Careers)