

EUROPEAN EXTERNAL ACTION SERVICE



Annex 1

European Union Civilian CSDP Mission in Mali

Organisation:	European Union Civilian CSDP Mission in Mali			
Job Location:	Bamako			
Availability:	As indicated below			
Staff Regime:	As indicated below			
Job Titles/ Vacancy notice	Ref.	Name of the post	Location	Available on
	<u>Seconded</u>			
	MA 02	Deputy Head of Mission / Chief of Staff	Bamako	ASAP
	MA 34	Assistant to the Head of Mission	Bamako	ASAP
	MA 35	Chief of Strategic Advice	Bamako	November 2014
	MA 36	Chief of Training	Bamako	November 2014
	MA 37	Human Resources – Personnel Management Adviser National Guard	Bamako	November 2014
	MA 38	Human Resources – Personnel Management Adviser National Police	Bamako	November 2014
	MA 39, 40	Mission Analysis Capability (MAC) Analyst	Bamako	November 2014
	MA 41	Press and Public Information Officer	Bamako	November 2014
	MA 42	Project Coordinator	Bamako	November 2014
	MA 43,44	Reporting Officer	Bamako	November 2014
	MA 45	Rule of Law/Justice Adviser	Bamako	November 2014
	MA 46	Team Leader Trainers	Bamako	November 2014
	MA 47, 48	Trainer Community Policing/Basic Intelligence	Bamako	November 2014
	MA 49, 50	Trainer Criminal Investigation/Counter-Terrorism	Bamako	November 2014
	MA 51, 52	Trainer Management/Deontology	Bamako	November 2014
	MA 53, 54	Trainer Public Order/Professional Intervention	Bamako	November 2014
	MA 55	Cooperation coordination/Civil society expert	Bamako	November 2014
	<u>Seconded/Contracted</u>			
	MA 16	Chief of Procurement	Bamako	ASAP
	MA 23	Logistics/Transportation Officer	Bamako	ASAP
MA 33	Nurse	Bamako	ASAP	
MA 56	Deputy Senior Mission Security Officer	Bamako	ASAP	

Deadline for applications:	Close of business on Friday 12 September 2014 at 1700 Brussels time
E-mail address to send the Job Application Form:	cpcc-mali@eeas.europa.eu

Information:	<p>For more information relating to selection and recruitment, please contact Civilian Planning and Conduct Capability (CPCC):</p> <p>Mr Frank BORCHERS frank.borchers@eeas.europa.eu</p> <p>or</p> <p>Mrs Carmen EPURE Carmen.epure@ext.eeas.europa.eu</p>
---------------------	---

Seconded Personnel – For seconded positions, only personnel nominations received through official channels from EU Member/Invited Third States will be considered. EU Member/Invited Third States will bear all personnel-related costs for seconded personnel, including salaries, medical coverage, travel expenses to and from the Mission area (including home leave) and allowances other than those paid according to document 7291/09 (10 March 2009) and 9084/13 (30 April 2013). Personnel seconded from Invited Third States are not entitled to receive allowances paid according to document 7291/09 (10 March 2009) and 9084/13 (30 April 2013).

Contracted Personnel – The Head of Mission may recruit international staff on a contractual basis as required, through an employment contract ⁽¹⁾. The employment contract with the Head of Mission establishes the conditions of employment, rights and obligations, remuneration, allowances, travel and removal expenses and the applicable high risk insurance policy. Preference will be given to candidates seconded by EU Member States.

Tour of Duty/Contract Period – Subject to the appropriate Budgetary Impact Statement, the duration of the deployment should be of 12 months.

The Civilian Planning and Conduct Capability (CPCC) requests that EU Member/Invited Third States propose candidates for the following international expert positions for the EUCAP Sahel Mali Mission, according to the requirements and profiles described below:

A. Essential requirements

EU Member/Invited Third States are requested to ensure that the following essential requirements are strictly met and accepted in respect of civilian international experts to the Mission.

Citizenship – Citizenship of a Member State of the European Union (EU) or of an Invited Third State and full rights as a citizen.

Integrity – The participants must maintain the highest standards of personal integrity, impartiality and self-discipline within the Mission. Participants are not allowed to provide or discuss any information or document as a result of access to classified and/or sensitive information relating to the Mission or respective tasks and activities. The participants shall carry out their duties and act in the interest of the Mission.

Negotiation Skills – The participants must have excellent negotiating skills and the ability to work professionally in a stressful and diverse environment.

¹ Commission Communication on Specific Rules of Special Advisers entrusted with the implementation of operational CFSP actions and contracted international staff (C (2009) 9502 of 30 November 2009) sets out the conditions of employment of international contracted staff.

Flexibility and adaptability – Be able to work in arduous conditions with a limited network of support and with unpredictable working hours and a considerable workload. Ability to work professionally as a member of a team, in task forces and working groups with mixed composition (e.g. police, judicial, civilian and military staff). Be able to cope with extended separation from family and usual environment.

Availability – To undertake any other administrative tasks related with the competencies, responsibilities and functions of the respective position within the Mission, as required by the Head of Mission.

Physical and mental health – Physically fit and in good health without any physical or mental problems or substance dependency which may impair operational performance in the Mission. To ensure duty of care in a non-benign environment, selected personnel should, in principle, be under the normal age of retirement in EU Member/Invited Third States.

Language Skills – Language requirements are specified in the respective job descriptions.

Computer Skills – Skills in word processing, spread sheet and E-mail systems are essential. Knowledge of other IT tools will be an asset.

Training – eHest (<https://webgate.ec.europa.eu/eeas/ehest/login/signup.php>) is required.

Serious deficiencies in any of these essential requirements may result in repatriation/termination of the secondment/contract.

B. Recommended requirements

Knowledge of the EU Institutions – To have knowledge of the EU Institutions and international standards, particularly related to the Common Foreign and Security Policy (CFSP), including the European Security and Defence Policy (CSDP).

Knowledge of Sahel – To have a good knowledge of the history, culture, social and political situation of the region; to have knowledge of the police, judiciary and governmental structures (distinct advantage).

Knowledge and experience of SSR: to be acquainted with Security Sector Reform concepts and practices, especially in Africa (distinct advantage).

Training and experience – To have attended a Civilian Crisis Management Course or have participated in a CSDP Mission (desirable).

C. Essential documents for selected candidates

Passport – The participants must obtain a passport from their respective national authorities valid for at least 2 years. If possible, a Service Passport or Diplomatic Passport should be issued.

Visas – EU Member/Invited Third States and Mission members must ensure that visas are obtained for entry into the Mission area prior to departure from their home country. It is also essential to obtain any transit visas, which may be required for passage through countries en route to the Mission.

Security Clearance - Unless mentioned otherwise in the specific job description, the necessary level of security clearance is:

(1) EU Security Clearance to level SECRET; or

- (2) Equivalent level security clearance issued by a national security agency of a country with whom the EEAS has a full security agreement or arrangement with; or
- (3) Equivalent level security clearance issued by a national security agency of an Invited Third State with whom the EEAS does not yet has a full security agreement, but an agreement exists relating to the participation/contribution of that Invited Third State which expressly addresses the obligations of that country towards the handling of EUCI.

Certificate/Booklet of vaccination – To be in possession of a valid certificate/booklet of vaccination showing all vaccinations and immunizations received. To be vaccinated according to the required immunizations for the Mission area.

Medical certificate – All selected personnel should undergo an extensive medical examination and be certified medically fit for Mission duty by a competent authority from the EU Member/Invited Third States. A copy of this certification must accompany deployed seconded/contracted personnel.

Driving license – Be in possession of a valid – including Mission area – civilian driving license for motor vehicles (Category B or equivalent). Able to drive any 4-wheel drive vehicle. Category C driving license is desirable.

D. Additional information on the selection process

The EU strives for improved gender balance in CSDP operations in compliance with UNSCR 1325. The CPCC encourages EU Member/Invited Third States and European Institutions to take this into account when offering contributions.

Application form – Applications will be considered only when using the standard Application Form (Annex 2) to be returned in Word-format, and indicating which position(s) the candidate is applying for.

Selection process – The candidates considered to be most suitable will be short-listed and, if needed, interviewed in Brussels, at the Headquarters of the Mission or by phone, before the final selection is made.

If seconded candidates are required to travel to Brussels for interviews, the EU Member/Invited Third State will bear any related costs.

Information on the outcome – EU Member/Invited Third States and contracted candidates for seconded/contracted positions will be informed about the outcome of the selection process after its completion.

E. Additional information on the deployment of the Core Team (ASAP Deployments)

The main task of the Core Team is to plan and prepare for the establishment of the Mission.

During the start-up phase, the deployment of the Core Team is based on a strictly non-family policy.

F. Additional information

Mission members may be asked to contribute towards the overall cost of the accommodation provided by the Mission.

G. Job descriptions

The initial work of the selected candidates will be in the framework of the so-called "Core Team" that will be entrusted with the following tasks:

- To prepare all logistic and infrastructure arrangements in view of full deployment of the Mission;
- To establish contacts with the relevant Malian stakeholders/counterparts and to start an immediate preparatory assessment and mapping work with them for further implementation;
- To establish contacts with the relevant international actors and to start an immediate assessment of further measures and a framework for cooperation/coordination;
- To contribute continuously to CONOPS, OPLAN and BIS 2.

Since not all of the line managers will be in place during the preparatory phase of the Mission, temporary reporting lines, where applicable in this phase, are specified in each of the job descriptions.

The indicated reporting lines and job descriptions are subject to modification in the context of ongoing operational planning for the Mission in Mali and will be finalised in the CONOPS.

Seconded positions

Position Name: Deputy Head of Mission / Chief of Staff	Employment Regime: Seconded	Post Category:
Ref. Number: MA 02	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Head of Mission Office	Level of Security Clearance: EU Secret	Open to Invited Third States: No

Reporting Line:

The Deputy Head of Mission / Chief of Staff (DHoM/CoS) reports to the Head of Mission (HoM).

Core Team Tasks:

The main task of the Core Team is to plan and prepare for the respective tasks mentioned below, with a view to the establishment of the Mission.

Main Tasks:

- Deputises the Head of Mission during his/her absence;
- Co-ordinates the Head of Departments of the Mission Headquarters;
- Ensures that all mission activities are consistently planned and supported according to the HoM's directions;
- Monitors the execution of mission's activities against benchmarks and makes recommendations to the HoM for improvements and policy choices throughout mandate implementation;
- Ensures that all aspects are globally considered when preparing for the HoM's decision-making and when analyzing the internal reporting of mission activities;
- Coordinates all contributions to the mission's external periodic reporting;
- Ensures that liaison and coordination are consistently maintained with EU, non-EU and local stakeholders according to the HoM's instructions;
- Ensures that Standard Operating Procedures (SOPs) for the mission are properly developed, implemented and periodically reviewed;
- Ensures that all mission components contribute to identify and report lessons and best practices within their respective fields of responsibility;
- Ensures that the Mission Headquarter's Staff are periodically updated on mission implementation progress as well as on the political and security situation of the mission area;
- Supports the HoM in the duty of care of mission personnel;
- Exercises disciplinary control and direct internal investigations over mission personnel in accordance with the applicable code of conduct and disciplinary regulations. He/she takes disciplinary decisions in the first instance;
- Fulfils any other tasks delegated to him/her by the HoM. He/she can issue instructions and receive reports on the specific subjects delegated to him/her by the HoM.

Qualifications and Experience:

- A level of education that corresponds to completed university studies attested by a diploma or successful completion of equivalent academic studies in Political Science, International Relations, Diplomacy, Law, Social Sciences or Public Administration, when the normal duration of university

education is at least 4 years, or equivalent professional education;

- At least 15 years of relevant and proven professional experience after having completed his/her studies, including at least 5 years at senior management level progressively;
- Experience in strategic analyses, planning and reporting as well as a sound understanding of strategic and operational considerations;
- Excellent organizational and coordinating skills. Ability to share the strategic vision of the HoM, to establish priorities, to plan and to exercise control;
- Ability to work proactively whilst adhering to the goals of the team he/she leads, and to report efficiently both orally and in writing, while taking into account possible new guidance as situations evolve;
- Excellent managerial skills. Ability to mentor and motivate staff, to review and edit the work of others;
- Excellent interpersonal and communication skills. Highly resilient under physical and mental pressure.
- Ability to engage with senior officials, to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
- Knowledge of the European Institutions and of the EU Crisis Management mechanisms;
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region is desirable;
- International experience, particularly in crisis or post-conflict areas, preferably with multinational and/or international organizations;
- Familiarity with diplomatic protocol;
- Experience in dealing with the coordination of public institutions at top management levels.

Language Skills:

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Assistant to the Head of Mission	Employment Regime: Seconded	
Ref. Number: MA 34	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Head of Mission/ Deputy Head of Mission Office	Level of Security Clearance: EU Confidential	Open to Invited Third States: No

Reporting Line:

The Assistant to the Head of Mission reports to the Head of Mission (HoM).

Main Tasks:

- Assists the HoM in the daily tasks;
- Manages the calendar of meetings and appointments of the HoM;
- Maintains contacts with local authorities, governmental organisations, non-governmental organisations or other external counterparts in order to collect and disseminate information;
- Performs administrative and secretarial duties, draft memos, letters, faxes and other requested documents and maintain filing systems;
- Takes minutes at meetings and other events, as well as prepare draft reports and documents for the HoM;
- Receives, handles and files incoming and outgoing correspondence, documents and memos, including EU Classified Information, and maintains an intra-office filing system and ensures a smooth and thorough processing of memos and correspondence;
- Receives and distributes all correspondence as routed by the HoM to the appropriate official, staff members as destined;
- Follows up on all travel schedules for the HoM, including liaising with Administration for authorisation, entitlements and flight reservations, etc;
- Monitors attendance, sick leave and annual leave of all staff in the Office of the HoM;
- Checks and ensure sufficient stock of stationary materials are kept in the office for usage by all staff;
- Conducts administrative tasks required by the Deputy Head of Mission;
- Sends invitations by phone and written, booking of facilities, etc;
- Contributes to lessons identification;
- Undertakes any other related tasks as required.

Qualifications and Experience:

- Level of secondary education attested by a diploma giving access to post-secondary education;
- A minimum of 5 years of relevant and proven professional experience in a similar position;
- Excellent interpersonal and communications skills and teamwork capabilities;
- Sound understanding of the aims, purposes and functioning of EU CFSP and CSDP missions is desirable;
- Good understanding of the political, cultural and security situation in Mali;
- International experience, particularly in crisis areas with multi-national and international organisations, is desirable;
- Strong professional ethics and experienced in dealing with confidential information.

Language Skills:

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Chief of Strategic Advice	Employment Regime: Seconded	
Ref. Number: MA 35	Location: Bamako	Availability: November 2014
Component/Department/Unit: Operations	Level of Security Clearance: EU Confidential or equivalent	Open to Invited Third States: Yes

Reporting Line:

The Chief of Strategic Advice reports to the Head of Operations.

Main Tasks:

- Provides expertise and acts as a reference in the field of development of future policy and strategy of the Malian Internal Security Forces (ISF), Personnel Management Division/Personnel Office (Division du Personnel/Bureau du Personnel);
- Provides advice on change management to the ISF;
- Coordinates and supervises the work of the Human Resources and Personnel Management Advisers;
- Ensures the consistency of the work of the Human Resources and Personnel Management Advisers;
- Organizes and plans the Human Resources and Personnel Management Advisers activities at strategic level in order to:
 - help record and review all documentation relating to Malian ISF Personnel Management;
 - assist in the provision of advice and guidance regarding conceptual and doctrinal framework underlying restructuration and reform process in Human Resources management, including organization of the three Malian ISF – Personnel Management Division/Personnel Office;
 - assist in identifying priorities in restructuring the three Malian ISF – Personnel Management and especially help in designing exit strategy, policies and programs in line with operational needs and academies capabilities;
 - support the establishment of a Personnel Management data system for each security force;
- Coordinates, under the supervision of the Head of Operations, with the Chief of Training regarding the common strategic aspects of the activities;
- Maintains the necessary contacts with external bodies or service providers involved in the ISF reform, on matters relevant to his/her area of expertise;
- Monitors the projects in his/her field of action;
- Represents the Mission in meetings with Malian authorities or international stakeholders related to Personnel Management issues;
- Centralizes information and conveys it to the Head of Mission, through the Head of Operations, as required;
- Undertakes any other related tasks as required.

Qualifications and Experience:

- Senior law enforcement officer;
- Experience in planning, change management, implementation and management of projects, particularly in connection with the Security Sector Reform;
- University Degree in Police Sciences, Social Sciences, Law or equivalent academic training (desirable);
- A minimum of 10 years of relevant and proven professional experience in a similar position;
- Specific training and recognized experience in the area of planning and Personnel Management within a police service;
- Excellent interpersonal and communications skills and teamwork capabilities;

- Sound understanding of the aims, purposes and functioning of EU CFSP and CSDP missions is desirable;
- Good understanding of the political, cultural and security situation in Mali;
- International experience, particularly in crisis areas with multi-national and international organisations, is desirable.

Language Skills:

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Chief of Training	Employment Regime: Seconded	
Ref. Number: MA 36	Location: Bamako	Availability: November 2014
Component/Department/Unit: Operations	Level of Security Clearance: EU Confidential or equivalent	Open to Invited Third States: Yes

Reporting Line:

The Chief of Training reports to the Head of Operations.

Main Tasks:

- Provides expertise and acts as a reference in the field of development of future policy and strategy of the Malian Internal Security Forces (ISF) training units and of the delivering of the training at field level;
- Coordinates the work of the Team Leader Trainers;
- Supervises the work of the Mission's Trainers, through the Team Leader Trainers;
- Organizes and plans the training experts activities both at strategic level and field level;
- Coordinates, under the supervision of the Head of Operations, with the Chief of Strategic Advice on the common strategic aspects of the activities;
- Maintains the necessary contacts with external bodies or service providers involved in the ISF reform, on matters relevant to his/her area of expertise;
- Monitors the projects in his/her field of action;
- Represents the Mission in meetings with Malian authorities or international stakeholders related to training issues;
- Contributes to lessons identification;
- Undertakes any other related tasks as required.

Qualifications and Experience:

- Senior law enforcement officer;
- Experience in planning, implementation and management of projects;
- University Degree in Police Sciences, Social Sciences, Law or equivalent academic training;
- A minimum of 10 years of relevant and proven professional experience in a similar position;
- Specific training and recognized experience in the area of planning and training the trainers within a police service with broad professional experience;
- Excellent interpersonal and communications skills and teamwork capabilities;
- Sound understanding of the aims, purposes and functioning of EU CFSP and CSDP Missions is desirable;
- Good understanding of the political, cultural and security situation in Mali;
- International experience, particularly in crisis areas with multi-national and international organisations, is desirable.

Language Skills:

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Human Resources and Personnel Management Adviser – National Guard	Employment Regime: Seconded	
Ref. Number: MA 37	Location: Bamako	Availability: November 2014
Component/Department/Unit: Operations/Strategic Advice	Level of Security Clearance: EU Confidential or equivalent	Open to Invited Third States: Yes

Reporting Line:

The Human Resources and Personnel Management Adviser – National Guard reports to the Chief of Strategic Advice.

Main Tasks:

- Acts as a reference for the National Guard – Personnel Office (Bureau du Personnel/Division administrative et financière);
- Works in close cooperation with the National Guard Personnel Office in order to:
 - help record and review all documentation relating to National Guard Personnel Management;
 - assist in the provision of advice and guidance regarding conceptual and doctrinal framework underlying restructuration and reform process in Human Resources management, including organization of National Guard – Personnel Office;
 - assist in identifying priorities in restructuring National Guard – Personnel Management and especially help in designing training exit strategy, policies and programs in line with operational needs;
 - support the establishment of a National Guard-Personnel Management data system;
- Maintains the necessary contacts with external bodies or service providers involved in the reform, on matters relevant on his/her area of expertise;
- Contributes in identifying lessons learned and best practices in his/her respective field of competence;
- Contributes to the induction of Mission personnel as required;
- Undertakes any other related tasks as required.

Qualifications and Experience:

- Senior Law Enforcement Officer, preferably with a Gendarmerie-like police service experience;
- University Degree in Police Sciences, Social Sciences, Law or equivalent academic training (desirable);
- Experience in planning, implementation and management of projects, particularly in connection with the Security Sector Reform;
- A minimum of 5 years of police management experience, with broad professional experience, both in organizational aspects and Human Resources management;
- Excellent interpersonal and communications skills and teamwork capabilities;
- Familiarity with basic IT tools, particularly Word and Excel processing tools;
- Sound understanding of the aims, purposes and functioning of EU CFSP and CSDP Missions is desirable;
- Good understanding of the political, cultural and security situation in Mali;
- International experience, particularly in crisis areas with multi-national and international organisations, is desirable.

Language Skills:

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Human Resources and Personnel Management Adviser – National Police	Employment Regime: Seconded	
Ref. Number: MA 38	Location: Bamako	Availability: November 2014
Component/Department/Unit: Operations/Strategic Advice	Level of Security Clearance: EU Confidential or equivalent	Open to Invited Third States: Yes

Reporting Line:

The Human Resources and Personnel Management Adviser – National Police reports to the Chief of Strategic Advice.

Main Tasks:

- Acts as a reference for the National Police – Personnel Management Division (Division du Personnel);
- Works in close cooperation with the Personnel Management Division (Division du Personnel) in order to:
 - help record and review all documentation relating to National Police Personnel Management;
 - assist in the provision of advice and guidance regarding conceptual and doctrinal framework underlying restructuration and reform process in Human Resources management, including organization of National Police – Personnel Management Division;
 - assist in identifying priorities in restructuring National Police – Personnel Management and especially help in designing training exit strategy, policies and programs in line with operational needs;
 - support the establishment of a National Police-Personnel Management data system;
- Maintains the necessary contacts with external bodies or service providers involved in the reform, on matters relevant on his/her area of expertise;
- Contributes in identifying lessons learned and best practices in his/her respective field of competence;
- Contributes to the induction of Mission personnel as required;
- Undertakes any other related tasks as required.

Qualifications and Experience:

- Senior Law Enforcement Officer;
- University Degree in Police Sciences, Social Sciences, Law or equivalent academic training (desirable);
- Experience in planning, implementation and management of projects, particularly in connection with the Security Sector Reform;
- A minimum of 5 years of police management experience, with broad professional experience, both in organizational aspects and Human Resources management;
- Excellent interpersonal and communications skills and teamwork capabilities;
- Familiarity with basic IT tools, particularly Word and Excel processing tools;
- Sound understanding of the aims, purposes and functioning of EU CFSP and CSDP Missions is desirable;
- Good understanding of the political, cultural and security situation in Mali;
- International experience, particularly in crisis areas with multi-national and international organisations, is desirable.

Language Skills:

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Mission Analysis Capability (MAC) Analyst	Employment Regime: Seconded	
Ref. Number: MA 39, 40 (2 positions)	Location: Bamako	Availability: November 2014
Component/Department/Unit: Head of Mission / Deputy Head of Mission Office	Level of Security Clearance: EU Secret	Open to Invited Third States: No

Reporting Line:

The Mission Analysis Capability (MAC) Analyst reports to the Deputy Head of Mission (DHoM).

Main Tasks:

- Provides analytical assessments of a mid to long term nature regarding developments affecting opportunities and challenges to mandate implementation, including contributions to early warning of potential threats;
- Contributes to identifying and mapping relevant entities related to the Mission mandate;
- Ensures liaison arrangements with similar capabilities of other organisations and entities operating in theatre, as deemed appropriate by Head of Mission (HoM);
- Contributes to Mission reports, ensuring the inclusion of relevant assessments;
- Disseminates MAC products internally and/or externally as directed by the DHoM and ensures the security of the information handled by the MAC;
- Contributes to security and risk assessments conducted by the Mission, in liaison with the (Senior) Mission Security Officer;
- Contributes to developing and maintaining MAC working methodology and relevant Standard Operating Procedures (SOPs);
- Supports the efficiency of information within the Mission;
- Acts upon the HoM's information and analysis requirements;
- Supports the establishment and management of the Mission Information and Knowledge Management System (IKMS) and uses it to collate and process information from all the Mission various components as well as external sources;
- Contributes to lessons identification;
- Undertakes any other related tasks as required.

Qualifications and Experience:

- University degree in Political Sciences, International Relations, Social Sciences or related field or equivalent police or military education;
- A minimum of 2 years of relevant and proven professional experience in a similar position;
- Proven skills and experience in the handling, processing and analysis of information from various sources;
- Significant experience in the use of analytical IT packages and processes;
- Excellent interpersonal skills and ability to work on his/her own initiative in a methodical manner;
- Ability to work proactively whilst adhering to the goals of the team he/she is a part of, and to report efficiently both orally and in writing, while taking into account possible new guidance as situations evolve;

- Sound understanding of the aims, purposes and functioning of EU CFSP and CSDP Missions is desirable;
- Good understanding of the political, cultural and security situation in Mali;
- International experience, particularly in crisis areas with multi-national and international organisations, is desirable.

Language Skills:

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Press and Public Information Officer	Employment Regime: Seconded	
Ref. Number: MA 41	Location: Bamako	Availability: November 2014
Component/Department/Unit: Head of Mission / Deputy Head of Mission office	Level of Security Clearance: EU Confidential or equivalent	Open to Invited Third States: Yes

Reporting Line:

The Press and Public Information Officer (PPIO) reports to the Head of Mission (HoM) under the coordination of the Deputy Head of Mission (DHoM).

Main Tasks:

- Provides guidance on press and public information issues to the Political Adviser;
- Provides strategic and operational guidance and media advice on all internal and external communication matters directly to the HoM/DHoM as well as other key staff as necessary;
- Acts as the main spokesperson for the Mission;
- Drafts press lines, press releases, public statements and articles and co-ordinates, supervises and, where necessary, conducts press conferences, briefings and other media and public outreach events;
- Designs, creates and maintains an effective Mission website;
- Is responsible for all the contract/tender/designs for PPIO visibility items and the PPIO budget and procurement processes;
- Is responsible for the media aspects of high level official visits and co-ordinates and supervises arrangements for visiting journalists/media;
- Manages the media aspects of the changing nature of the Mission, providing relevant advice and guidance as necessary;
- Creates and promotes positive communication and information campaigns aiming to support and explain the Mission to local, regional and international audiences;
- Is responsible for the production of the daily media monitoring and its dissemination internally through the Mission;
- Co-ordinates and supervises internal communications throughout the Mission;
- Ensures permanent contact with the Office of the Spokesperson of the EU High Representative of the Union for Foreign Affairs and Security Policy on communication and public information matters;
- Ensure good co-operation with the press offices of the European Union Special Representative as well as those of the EU Delegation, Member States and other international stakeholders in the host country;
- Analyses the public impact of the Mission's activities and the effectiveness of the Mission's public outreach work;
- Contributes to lessons identification;
- Undertakes any other related tasks as required.

Qualifications and Experience:

- University degree in Journalism, Communications, Political Sciences, Law, International Relations, Social Sciences or related field;
- A minimum of 5 years of relevant and proven professional experience in a similar position;
- Excellent interpersonal and communications skills and teamwork capabilities;
- Sound understanding of the aims, purposes and functioning of EU CFSP and CSDP Missions is desirable;

- Good understanding of the political, cultural and security situation in Mali;
- International experience, particularly in crisis areas with multi-national and international organisations, is desirable;
- Knowledge of the local languages would be an asset.

Language Skills:

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Project Coordinator	Employment Regime: Seconded	
Ref. Number: MA 42	Location: Bamako	Availability: November 2014
Component/Department/Unit: Operations/Coordination	Level of Security Clearance: EU Confidential	Open to Invited Third States: No

Reporting Line:

The Project Coordinator reports to the Senior Liaison and Coordination Officer under the coordination of the Deputy Head of Mission (DHoM).

Main Tasks:

- Provides information and advice to the Head of Mission on supporting the Malian authorities in his/her field of competence;
- Based on the needs identified by the Operations Component and in coordination with the Mission Support Department, he/she coordinates the identification, the planning and the implementation of projects financed through the mission's budget or other sources;
- Plans and maintains timelines, allocates resources and coordinates all respective phases of the programs/projects to ensure the required progress and success;
- Manages the implementation of agreed projects according to the operational planning;
- Supervises close co-ordination and information sharing with relevant Mission members;
- Supports the Senior liaison and coordination officer in facilitating practical cooperation and exchange of information, between Malian Security Agencies, countries involved in the provision of security assistance, European Commission and other donors involved in the support to the security sector;
- Coordinates activity by guiding the participants and experts involved in the various projects, negotiating and liaising with people and organizations at different levels, and coordinating tasks and responsibilities;
- Liaises with other international actors and tracks possible new financial sources;
- In cooperation with the Head of Operations, coordinates projects implementation at field level and monitors and evaluates progress;
- Develops and maintains reports, presentations and lessons on the projects in the periodic briefings to the Member States;
- Undertakes any other related tasks as required.

Qualifications and Experience:

- A university degree in Police Sciences, Economics, Project Management, Business Administration or related field;
- A minimum of 5 years of relevant and proven professional experience in a similar position;
- Budget management experience;
- Excellent interpersonal and communications skills and teamwork capabilities;
- Sound understanding of the aims, purposes and functioning of EU CFSP and CSDP Missions is desirable;
- Good understanding of the political, cultural and security situation in Mali;
- International experience, particularly in crisis areas with multi-national and international organisations, is desirable.

Language Skills:

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Reporting Officer	Employment Regime: Seconded	
Ref. Number: MA 43, 44 (2 positions)	Location: Bamako	Availability: November 2014
Component/Department/Unit: Head of Mission / Deputy Head of Mission Office	Level of Security Clearance: EU Confidential or equivalent	Open to Invited Third States: Yes

Reporting Line:

The Reporting Officer reports to the Deputy Head of Mission (DHoM) under the coordination of the Political Adviser.

Main Tasks:

- Gathers information from across the Mission, analyses the information and prepares periodic reports for submission to Mission's hierarchy;
- Drafts the Mission's reports, working with tight deadlines and guidelines;
- Supports the drafting of the Mission Implementation Plan (MIP), in coordination with the Planning and Evaluation officer;
- Compiles inputs to reports on a periodic basis for submission to the chain of command on the status of the Mission;
- Interacts regularly with all other relevant departments of the mission, to ensure submission of accurate and timely-submitted inputs; analyse the information and provide feed-back to mission members;
- Provides regular power-point briefings and special presentations on selected topics;
- Undertakes any other related tasks required.

Qualifications and Experience:

- University Degree or equivalent training and experience in relevant field of specialisation;
- A minimum of 5 years of relevant and proven professional experience in a similar position;
- Excellent analytical abilities and drafting skills;
- Knowledge in common computing software (PowerPoint software);
- Excellent interpersonal and communications skills and teamwork capabilities;
- Sound understanding of the aims, purposes and functioning of EU CFSP and CSDP Missions is desirable;
- Good understanding of the political, cultural and security situation in Mali;
- International experience, particularly in crisis areas with multi-national and international organisations, is desirable.

Language Skills:

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Rule of Law/Justice Adviser	Employment Regime: Seconded	
Ref. Number: MA 45	Location: Bamako	Availability: November 2014
Component/Department/Unit: Operations	Level of Security Clearance: EU Confidential	Open to Invited Third States: No

Reporting Line:

The Rule of Law/Justice Adviser reports to the Head of Operations.

Main tasks:

- Liaises with the Malian justice authorities and Malian Security Sector Reform coordinator;
- Contributes and assists with proposals for the Malian Security Sector Reform, policies and procedures in the areas of the judiciary, the penitentiary system and policing;
- Participates in the development and implementation of the mission's strategies on rule of law related aspects;
- Develops and organises integrated courses to improve the coordination and cooperation between the judiciary, the internal security forces and the penitentiary system;
- Ensures the link between mission's main activities in the security sector and the wider rule of law.
- Acts as a trainer on rule of law/justice related matters for Internal Security Forces;
- Liaises with other international initiatives, especially other EU programs and MINUSMA;
- Contributes to lessons identification;
- Undertakes any other related tasks as required.

Qualifications and Experience:

- University Degree in Law or equivalent qualification to practice law;
- A minimum of 5 years of relevant and proven professional experience in a similar position;
- Experience in planning and implementing projects and programmes;
- Excellent interpersonal and communications skills and teamwork capabilities;
- Sound understanding of the aims, purposes and functioning of EU CFSP and CSDP Missions is desirable;
- Good understanding of the political, cultural and security situation in Mali;
- International experience, particularly in crisis areas with multi-national and international organisations, is desirable.

Language Skills:

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Team Leader Trainers	Employment Regime: Seconded	
Ref. Number: MA 46	Location: Bamako	Availability November 2014
Component/Department/Unit: Operations/Training	Level of Security Clearance: EU Confidential or equivalent	Open to Invited Third States: Yes

Reporting Line:

The Team Leader Trainers reports to the Chief of Training.

Main Tasks:

- Provides expertise and acts as a reference in the delivering of the training at field level;
- Supervises the work of the Mission's Trainers in the field;
- Organizes and plans the training experts activities at field level;
- Ensures the consistency of the work of the trainers;
- Provides, under the supervision of Chief of Training, the Training Policies Advisors with feedbacks related to the delivery of training in the field;
- Maintains the necessary contacts with external bodies or service providers involved in the ISF reform, on matters relevant to his/her area of expertise;
- Monitors projects in his/her field of action;
- Represents the Mission in meetings with Malian authorities or international stakeholders related to training issues;
- Contributes to lessons identification;
- Undertakes any other related tasks as required.

Qualifications and Experience:

- Senior law enforcement officer;
- University Degree in Police Sciences, Social Sciences, Law or equivalent academic training (desirable);
- A minimum of 10 years of relevant and proven professional experience in a similar position;
- Specific training and recognized experience in the area of management of training within a police service with broad professional experience;
- Familiarity with basic IT tools, particularly word and excel processing tools;
- Excellent interpersonal and communications skills and teamwork capabilities;
- Sound understanding of the aims, purposes and functioning of EU CFSP and CSDP Missions is desirable;
- Good understanding of the political, cultural and security situation in Mali;
- International experience, particularly in crisis areas with multi-national and international organisations, is desirable.

Language Skills:

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Trainer Community Policing/ Basic Intelligence	Employment Regime: Seconded	
Ref. Number: MA 47, 48 (2 positions)	Location: Bamako	Availability: November 2014
Component/Department/Unit: Operations/Training	Level of Security Clearance: EU Confidential or equivalent	Open to Invited Third States: Yes

Reporting Line:

The Trainer Community Policing/Basic Intelligence reports to the Team Leader Trainers.

Main Tasks:

- Trains members of the Malian Internal Security Forces (ISF) on community policing and basic principles of intelligence, using lessons learned and actual cases;
- Helps to identify the Malian ISF needs in terms of community policing and intelligence;
- Trains the (future) Malian ISF trainers in community policing and intelligence (train the trainers);
- Trains and provides tactical and operational advice in the field of community policing and intelligence;
- Contributes to the elaboration of Standard Operation Procedures for the ISF, especially related to community policing and intelligence;
- Coordinates with other actions already undertaken by international stakeholders;
- Contributes to lessons identification;
- Undertakes any other related tasks as required.

Qualifications and Experience:

- Law enforcement officer;
- A minimum of 5 years of relevant and proven professional experience in an operational, community policing/intelligence related police position;
- A minimum of 2 years of relevant and proven professional experience as a community policing and intelligence related police trainer;
- Given the fact that the Malian security forces are composed of civil and military forces and given the demand to respect their various cultures, mission requires both, trainers with a gendarmerie background and trainers with a police background;
- Degree or equivalent training in community policing and basic intelligence related operations;
- Excellent interpersonal and communications skills and teamwork capabilities;
- Sound understanding of the aims, purposes and functioning of EU CFSP and CSDP Missions is desirable;
- Good understanding of the political, cultural and security situation in Mali;
- International experience, particularly in crisis areas with multi-national and international organizations, is desirable.

Language Skills:

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Trainer Criminal Investigation/ Counter Terrorism	Employment Regime: Seconded	
Ref. Number: MA 49,50 (2 positions)	Location: Bamako	Availability: November 2014
Component/Department/Unit: Operations/Training	Level of Security Clearance: EU Confidential or equivalent	Open to Invited Third States: Yes

Reporting Line:

The Trainer Criminal Investigation/Counter Terrorism reports to the Team Leader Trainers.

Main Tasks:

- Trains members of the Malian Internal Security Forces (ISF) on criminal investigation related tasks, including basic principles of fight against organised crime and terrorism, using lessons learned and actual cases;
- Helps to identify the Malian ISF needs in terms of criminal investigation, including fight against terrorism and organised crime;
- Trains the (future) Malian ISF trainers in criminal investigation (train the trainer);
- Trains and provides tactical and operational advice to criminal investigation unit leaders;
- Contributes to the elaboration of Standard Operation Procedures for the ISF, especially related to large scale and multi-disciplinary criminal investigations;
- Coordinates with other actions already undertaken by international stakeholders;
- Contributes to lessons identification;
- Undertakes any other related tasks as required.

Qualifications and Experience:

- Law enforcement officer;
- A minimum of 5 years of relevant and proven professional experience in an operational, criminal investigation related police position;
- A minimum of 2 years of relevant and proven professional experience as a criminal investigation related police trainer;
- Given the fact that the Malian security forces are composed of civil and military forces and given the demand to respect their various cultures, mission requires both, trainers with a gendarmerie background and trainers with a police background;
- Degree or equivalent training in criminal investigations, among others related to organised crime, terrorism and other large scale operations;
- Excellent interpersonal and communications skills and teamwork capabilities;
- Sound understanding of the aims, purposes and functioning of EU CFSP and CSDP Missions is desirable;
- Good understanding of the political, cultural and security situation in Mali;
- International experience, particularly in crisis areas with multi-national and international organisations, is desirable.

Language Skills:

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Trainer Management/Deontology	Employment Regime: Seconded	
Ref. Number: MA 51, 52 (2 positions)	Location: Bamako	Availability: November 2014
Component/Department/Unit: Operations/Training	Level of Security Clearance: EU Confidential or equivalent	Open to Invited Third States: Yes

Reporting Line:

The Trainer Management/Deontology reports to the Team Leader Trainers.

Main Tasks:

- Trains members of the Malian Internal Security Forces (ISF) on principles of management and deontology, using lessons learned and actual cases;
- Helps to identify the Malian ISF needs in terms of management and deontology;
- Trains the (future) Malian ISF trainers in management and deontology (train the trainers);
- Trains and provides tactical and operational advice to unit leaders;
- Contributes to the elaboration of Standard Operation Procedures for the ISF, especially related to management and deontology;
- Coordinates with other actions already undertaken by international stakeholders;
- Contributes to lessons identification;
- Undertakes any other related tasks as required.

Qualifications and Experience:

- Law enforcement officer;
- A minimum of 5 years of relevant and proven professional experience in a managerial and deontology related police position;
- A minimum of 2 years of relevant and proven professional experience as a management/deontology related police trainer;
- Given the fact that the Malian security forces are composed of civil and military forces and given the demand to respect their various cultures, mission requires both, trainers with a gendarmerie background and trainers with a police background;
- Degree or equivalent training in management and deontology;
- Excellent interpersonal and communications skills and teamwork capabilities;
- Sound understanding of the aims, purposes and functioning of EU CFSP and CSDP Missions is desirable;
- Good understanding of the political, cultural and security situation in Mali;
- International experience, particularly in crisis areas with multi-national and international organisations, is desirable.

Language skills:

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Trainer Public Order/ Professional Intervention	Employment Regime: Seconded	
Ref. Number: MA 53, 54 (2 positions)	Location: Bamako	Availability: November 2014
Component/Department/Unit: Operations/Training	Level of Security Clearance: EU Confidential or equivalent	Open to Invited Third States: Yes

Reporting Line:

The Trainer Public Order/Professional Intervention reports to the Team Leader Trainers.

Main Tasks:

- Trains members of the Malian Internal Security Forces (ISF) on public order and professional intervention related tasks, including basic principles of crowd control, using lessons learned and actual cases;
- Helps to identify the Malian ISF needs in terms of public order and professional intervention;
- Trains the (future) Malian ISF trainers in public order and professional intervention (train the trainers);
- Trains and provides tactical and operational advice to public order unit leaders;
- Contributes to the elaboration of Standard Operation Procedures for the ISF, especially related to large scale and multi-disciplinary public order operations;
- Coordinates with other actions already undertaken by international stakeholders;
- Contributes to lessons identification;
- Undertakes any other related tasks as required.

Qualifications and Experience:

- Law enforcement officer;
- A minimum of 5 years of relevant and proven professional experience in an operational, public order/professional intervention related police position;
- A minimum of 2 years of relevant and proven professional experience as a public order/professional intervention related police trainer;
- Given the fact that the Malian security forces are composed of civil and military forces and given the demand to respect their various cultures, mission requires both, trainers with a gendarmerie background and trainers with a police background;
- Degree or equivalent training in public order operations, among others related to crowd control and other large scale operations;
- Excellent interpersonal and communications skills and teamwork capabilities;
- Sound understanding of the aims, purposes and functioning of EU CFSP and CSDP Missions is desirable;
- Good understanding of the political, cultural and security situation in Mali;
- International experience, particularly in crisis areas with multi-national and international organisations, is desirable.

Language Skills:

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Cooperation Coordination / Civil Society Expert	Employment Regime: Seconded	
Ref. Number: MA 55	Location: Bamako	Availability: November 2014
Component/Department/Unit: Cooperation Coordination	Level of Security Clearance: EU Confidential or equivalent	Open to Invited Third States: Yes

Reporting Line:

The Cooperation/Civil Society Expert reports to the Senior Liaison and Coordination Officer.

Main Tasks:

- Works along with the civil society representatives, involved in the process of contributing to the Security Sector Reform in Mali, with a specific focus on Internal Security Forces (ISF) reform, in close connection with the international non-governmental organisations engaged in this field. Have the necessary exchanges with other counterparts involved in the police reform;
- Supports the Malian civil society to improve the capacity to engage with Government on Security Sector Reform issues;
- Supports the drafting of documents and if decided by the operational team assist with developing community policing approach within the ISF;
- Assists in the conceptual and doctrinal framework underlying the Mission's support to ISF with a view to reinstitute the link between the population and the ISF;
- Assists the ISF in identifying, prioritizing and finding solutions to problems raised by the civil society in the framework of community policing;
- If relevant, helps putting in place Local Security Comities;
- If relevant, helps the conception and writing of Local Security Plans;
- Promote projects in support of ISF and if relevant community policing. Ensures consistency of those projects with other related ones;
- Provides an expertise and advises the Head of Mission through the Senior liaison and coordination officer on community policing matters;
- Undertakes any other tasks as required.

Qualifications and Experience:

- Advanced University Degree in Police Sciences, Social Sciences, Law or equivalent academic training;
- Minimum of 3 (three) years of international experience, preferably in Africa, and / or field experience in the area of community policing (desirable) and civil society development;
- Broad experience in planning and organizational aspects / project management (desirable);
- To be able to manage an important volume of work and to prioritize tasks;
- To be familiar with community police process and police accountability or the relationship between police / civil services and civil society;
- Excellent interpersonal and communications skills and teamwork capabilities;
- Familiarity with basic IT tools, particularly word and excel processing tools;
- Knowledge of Police and civil society, political and legal context in Mali (desirable);
- To possess training in Civilian Crisis Management – CEPOL or having served in another CSDP Mission (desirable);

- Sound understanding of the aims, purposes and functioning of EU CFSP and CSDP missions is desirable;
- Good understanding of the political, cultural and security situation in Mali;
- International experience, particularly in crisis areas with multi-national and international organizations, is desirable.

Language Skills:

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Chief of Procurement	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support Management Level (MSML)
Ref. Number: MA 16	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Mission Support/Procurement	Level of Security Clearance: EU Confidential	Open to Invited Third States: No

Reporting Line:

The Chief of Procurement reports to the Head of Mission Support.

Main Tasks:

- Leads, develops, manages and co-ordinates the Mission's contracting and procurement processes in accordance with established professional and transparent procurement policies and procedures of EC legislation and regulations;
- Assists and advises the chain of command on all contracting and procurement issues;
- Provides assistance to the Mission members related to all contracting and procurement matters;
- Develops professional relationships and work partnerships with EC and CPCC in the field of contracting and procurement for the Mission;
- Manages the procurement unit of the Mission;
- Undertakes any other related tasks as assigned by the Head of Mission/Head of Mission Support.

Qualifications and Experience:

- Successful completion of a full course of university studies in Law, Public Administration, Business Administration or equivalent university studies relevant to the post attested by a degree, where the normal duration of university education in the country awarded is three (3) years;
- To have a minimum of 2 years at middle management level and 5 years of relevant professional experience. Such experience must be gained after having obtained the relevant university degree;
- Experience in using legally established professional and transparent procurement policies and procedures in accordance with European Union legislation and regulations;
- Experience in financial management of tendering processes and audits, preferably including EU procedures;
- Good working knowledge of MS Word and MS Excel;
- International experience, particularly in crisis management with multi-national and international organisations would be an advantage;
- Experience in planning and implementing projects and programmes is desirable;
- Previous experience in CSDP missions or in an EU Delegation is desirable;
- Previous work experience in Africa is desirable.

Language Skills:

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Logistics/Transportation Officer	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support Management Level (MSML)
Ref. Number: MA 23	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Mission Support/Logistics	Level of Security Clearance: EU Restricted	Open to Invited Third States: Yes

Reporting Line:

The Logistics/Transportation Officer reports to the Chief of Logistics.

Main Tasks:

- Has the responsibility for the capability, provision and management of the motor vehicle fleet of the Mission;
- Outsources the vehicle maintenance for the whole fleet, monitors the overall performance of the workshop and ensures appropriate maintenance, quality control of repairs, and safety condition of the vehicles;
- Identifies and monitors the requirement for spare parts, workshop equipment and tools in order to facilitate efficient maintenance as well as performing quality assurance;
- Proposes withdrawal of vehicles from service, if they are not considered to be roadworthy;
- Conducts accident damage assessments, processes vehicle accident reports, participates in Boards of Inquiry and raises Damage Discrepancy Reports as required;
- Prepares reports and makes recommendations as necessary on various transport matters within her/his area of competence;
- Develops and conducts a Mission driving orientation briefing to ensure that all Mission members (local employees, international staff, and drivers alike) are adequately familiarized on the road and traffic conditions as well as traffic rules and regulations pertaining to the Mission area;
- Implements and co-ordinates an intra-theatre air and land movement plan for the Mission;
- Plans, organizes, supervises and manages the work within the transportation section;
- Has the responsibility for effective management of the transport system within the area of responsibility, including liaising with the car rental agencies, monitoring the fleet (fuel accountability, damages to the vehicles, road accidents and insurance cover);
- Ensures fleet roadworthiness through effective vehicle maintenance;
- Controls the cost of maintenance of the vehicle fleet and ensures compliance with the provisions of contracts concluded with the external contractors for parts and maintenance;
- Provides advice, support and trains the managers and staff on transport related matters and guidelines;
- Ensures the necessary storage, distribution and allocation of motor vehicles and associated equipment to Mission members;
- Assists the Chief of Logistics and the procurement unit in sourcing air transport and logistic shipping movement resources as required;
- Liaises with forwarder agencies as required with respect to provision of movement resources;
- Undertakes any other job-related tasks as assigned by the Chief of Logistics or Head of Mission Support.

Qualifications and Experience:

- Successful completion of a full course of university studies attested by a degree in Transport, Logistics, Engineering or Administration, where the normal duration of university education in the country

awarded is three (3) years or more and, after having obtained the university degree at least 4 years of relevant and proven full-time professional experience;

or

- Successful completion of a full course of university studies attested by a degree in Transport, Logistics, Engineering or Administration, where the normal duration of university education in the country awarded is four (4) years or more and, after having obtained the university degree at least 3 years of relevant and proven full-time professional experience;
- Proficiency in use of standard Microsoft Office package, maintenance related software and data entry processes, knowledge of logistics databases and inventory procedures;
- International experience, particularly in crisis areas with multinational and international organisations will be an asset;
- Certification in an international project management methodology (e.g. ILS "Integrated Logistic Support", PRINCE2) advantageous;
- Previous experience in CSDP missions would be an advantage;
- Previous work experience in Africa is desirable.

Language Skills:

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Nurse	Employment Regime: Seconded/Contracted	Post Category: Mission Support Assistance Level (MSAL)
Ref. Number: MA 33	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Mission Support	Level of Security Clearance: EU Confidential or equivalent	Open to Invited Third States: Yes

Reporting Line:

The Nurse will report to the Medical Advisor.

Main Tasks:

- Responds to medical incidents and events as directed by the Medical Advisor on a 24/7 basis, if necessary by deploying to the field;
- Acts as a first responder in providing first aid/trauma treatment during incidents and to liaise with regional health care providers in order to coordinate the provision and assess the quality of primary and specialist care to EU staff members;
- Coordinates medical evacuations if required, in close coordination with the MA, especially when deployed to remote areas;
- Assists in providing medical support during evacuation and repatriation; advise evacuees on the requirements for evacuation and/or escorts patients if needed;
- Contribute to the production of daily Situation Reports;
- Contributes to lessons identification;
- Undertakes any other related tasks as required.

Qualifications and Experience:

- Certified nurse, PHTLS and (preferably) ACLS trained with knowledge of tropical medicine and hands on experience in the A&E department and Intensive Care essential;
- A minimum of 5 years of relevant and proven professional experience in a similar position;
- Ability to work in a demanding, deadline-driven environment and to establish and maintain effective working relationships with people of different national and cultural backgrounds;
- Excellent organizational, planning and time-management skills;
- Excellent interpersonal and communications skills and teamwork capabilities;
- Sound understanding of the aims, purposes and functioning of EU CFSP and CSDP Missions is desirable;
- Good understanding of the political, cultural and security situation in Mali;
- International experience, particularly in crisis areas with multi-national and international organisations, is desirable;
- Driving license category B and C (desirable).

Language Skills:

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

Position Name: Deputy Senior Mission Security Officer	Employment Regime: Seconded/Contracted	Post Category: Mission Support Management Level (MSML)
Ref. no. MA 56	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Security Office	Security Clearance Level: EU Secret	Open to Invited Third States: No

Reporting Line:

In line with the EU's Policy on the Security of EU staff deployed outside the EU in an operational capacity under Title V of the TEU (Field Security Policy) the Deputy Senior Mission Security Officer (DSMSO) is under the authority of the Senior Mission Security Officer (SMSO).

Main Tasks:

- Assists the Senior Mission Security Officer and replace him / her during absence;
- Is responsible for establishment and implementation of security requirements, recommendations and safety instructions;
- Assists the Senior Mission Security Officer in drafting, continued development, implementation and updating of the Mission security plans;
- Assess the threat level and assist the Senior Mission Security Officer in maintaining and updating the Mission Security Plan (MSP), SOP's and contingency plans;
- Ensures that plans for relocation/evacuation are current and able to be implemented at short notice.
- Ensures that all security equipment is kept up-to-date and in a state of operational readiness;
- Conducts regular security drills, communication tests and evacuation exercises;
- Provides briefings on matters affecting security of mission members and ensures that they are properly prepared for emergencies;
- Liaises and co-operates closely with other international organizations and national law enforcement agencies working in the field for security;
- Provides comprehensive reports on all incidents affecting the mission and mission members, and initiates necessary follow up action with appropriate authorities;
- Ensures the protection of EU classified information;
- Elaborates precise and accurate reports concerning information received which impacts upon the mission and mission members, initiating appropriate analyses and assessments of all pertinent information;
- Works in close cooperation with the Department of Administration in matters related to the purchasing of necessary security related equipment and services;
- Elaborate security situation reports and risks assessments;
- Supervises and gives the approval on security matters travel plan;
- Conducts regular training in-theatre to ensure that all personnel employed by the contracted company in security matters are totally competent in their given role;
- Undertakes any other related tasks as required by the Senior Mission Security Officer.

Qualifications and Experience :

- Successful completion of a full course of university studies attested by a degree in Police Sciences, Military Sciences, Social Sciences, security or related studies, where the normal duration of university education in the country awarded is three (3) years or more and, after having obtained the university degree at least 6 years of relevant and proven full-time professional experience;

or

- Successful completion of a full course of university studies attested by a degree in Police Sciences, Military Sciences, Social Sciences, security or related studies, where the normal duration of university education in the country awarded is four (4) years or more and, after having obtained the university degree at least 5 years of relevant and proven full-time professional experience;

or

- Equivalent education in Police/Military and at least 7 years of relevant and proven full-time professional experience;
- Minimum of 7 years of progressively responsible professional experience at management level in the civilian security sector in the military/police;
- Successful completion of the EU Mission Security Officer Certification Course (desirable);
- Ability to work in a demanding, deadline-driven environment and to establish and maintain effective working relationships with people of different national and cultural backgrounds;
- International experience of an ESDP/CSDP mission is desirable, together with experience of multi-national and international organizations / Missions;
- Demonstrated ability to contribute creatively to the development of security policies and procedures;
- Excellent organizational, planning, and time-management skills;
- Experience in planning and implementing projects;
- Good interpersonal skills, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
- Highly resilient under mental pressure and willingness to work extra hours when required;
- Solid knowledge of the Mission area and potential security threats;
- Ability to operate Windows and Power Point applications, including Word processing, e-mail, and spreadsheets (Excel);
- Civilian driving license class B and C mandatory.

Language Skills:

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				