



Annex 1 – Requirements and Job Descriptions

**European Union CSDP Advisory Mission in the Central African Republic (EUAM RCA)
2-2021 Call for Contribution**

Organisation:	European Union CSDP Advisory Mission in the Central African Republic (EUAM RCA)			
Job Location:	Bangui, Central African Republic			
Availability:	As indicated below			
Staff Regime:	As indicated below			
Job Titles/ Vacancy notice	Ref.	Name of the post	Location	Available on
	<u>Seconded</u> (2 positions)			
	CA 01	Deputy Head of Mission (DHoM)	Bangui	08 Aug 2021
	CA 05	Planning, Evaluation and Reporting Officer	Bangui	01 Jun 2021
	<u>Seconded/Contracted</u> (4 positions)			
	CA 04	International Secretary	Bangui	01 Jul 2021
	CA 53	Head of Procurement	Bangui	09 Jun 2021
	CA 61	Strategic Adviser on Interoperability with <i>Eaux et Forêts</i>	Bangui	ASAP
	CA 62	Strategic Adviser on Interoperability with Customs	Bangui	ASAP

Deadline for applications:	30 June 2021 at 17:00 CEST (Brussels time)
E-mail address to send the Job Application Form:	<p>1. For seconded candidates from EU Member States: https://goalkeeper.eeas.europa.eu/registrar/</p> <p>2. For contracted candidates from EU Member States: https://goalkeeper.eeas.europa.eu/registrar/DPA/357/details.do</p>
Information:	<p>For more information relating to selection and recruitment, please contact the Civilian Planning and Conduct Capability (CPCC):</p> <p style="text-align: center;">Mr Andre KONZE CPCC-EUAM-CAR@eeas.europa.eu +32 460 84 38 48</p>

*pending extension approval

EUAM RCA bears a Non-Family Mission status due to the present risk rating of the Mission area, which includes high risks in term of health, notably Malaria and Covid-19. As such, international seconded and contracted Mission Members shall at no time receive visits or be habitually accompanied by any family member in the Mission area for the duration of their tour of duty or contract. For security reasons, the Mission Members are obliged to live in restricted areas, where security responsibilities are borne by the Mission.

Seconded Personnel – For seconded positions, only personnel nominations received through official channels from EU Member States will be considered. EU Member States will bear all personnel-related costs

for seconded personnel, e.g. salaries, medical coverage, travel expenses to and from the Mission area (including home leave) and allowances other than those paid according to Council Documents 7291/09 (10 March 2009) and 9084/13 (30 April 2013). Personnel seconded from contributing and invited third States are not entitled to receive allowances paid according to Council Documents 7291/09 (10 March 2009) and 9084/13 (30 April 2013).

Contracted Personnel – The Mission may recruit international staff on a contractual basis as required, through an employment contract. The employment contract with the 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 seconded candidates.

Documents supporting educational qualifications and work experience should be accompanied by certified translations of the original documents in the English or French language, if issued in another language, in accordance with the European Commission Guidelines for Lifelong Learning, which ensures transparency in higher education and fair and informed judgements about qualifications. Such documents are time critical and due as soon as successful selection is notified.

Tour of Duty/Contract Period – The initial duration of the deployment will be 12 months.

The Civilian Operations Commander requests that contributing States propose candidates for the following international expert positions for EUAM RCA, according to the requirements and profiles described below:

I. GENERAL CONDITIONS

Citizenship – The candidates must have Citizenship of an EU Member State.

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

Flexibility and Adaptability – The candidates must be able to work in arduous conditions with a limited network of support, with unpredictable working hours and a considerable workload. They must have the ability to work professionally as a member of a team, in task forces and working groups with mixed composition (e.g. civilian and military staff) and be able to cope with extended separation from family and usual environment.

Availability – The candidates must be able to undertake any other 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 – The candidates must be physically fit and in good health without any physical or mental problems or substance dependency which may impair operational performance in the Mission and in its Area of Operation. To ensure duty of care in the CSDP Mission, selected seconded/contracted candidates shall be able to serve the full period of secondment/contract before reaching the normal age of retirement in Contributing (Third) States/country of residence.

Serious deficiencies in any of these general conditions may result in repatriation/termination of the secondment/contract.

II. REQUIREMENTS

II.A Essential Requirements

The following are essential requirements in respect of civilian international experts to the Missions for all Job Descriptions:

1. Education and Training

The candidates must have a recognised academic qualification under the European Qualifications Framework (EQF)¹, or equivalent, at a level specified in the individual job descriptions.

2. Knowledge

The candidates should have knowledge of the EU Institutions and Mission Mandate, particularly related to the Common Foreign and Security Policy (CFSP), including the Common Security and Defence Policy (CSDP).

3. Skills and abilities

Language Skills² – Spoken and written proficiency in the working language of the Mission. Certain positions may require higher language skills further specified in the individual job descriptions. In order to provide for national representation in all Missions, certain (ordinarily internal) positions in Missions may accept proficiency in a language other than the majority language of the Mission. French basic knowledge is required, and the Mission will provide compulsory intensive language courses.

Communication and Interpersonal Skills and Cultural sensitivity – The candidates must have a proven record of excellent interpersonal and communication skills, both written and oral as well as cultural sensitiveness.

Organisational skills - The candidates must have excellent organisational skills, with the ability to prioritise work to meet deadlines, and a concern for order and accuracy.

Computer Skills – Skills in word processing, spreadsheet and e-mail systems are essential.

Driving Skills – The candidates must be in possession of a valid – including Mission area – civilian driving licence for motor vehicles (Category B or equivalent). They also must be able to drive any 4-wheel-drive vehicle.

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

II.B Desirable Requirements

Knowledge of the Mission area – The candidates should have a good knowledge of the history, culture, social and political situation of the region and also knowledge of the police, judiciary and governmental structures, as applicable.

Knowledge and Experience of SSR - The candidates should be acquainted with Security Sector Reform concepts and practices as well as challenges posed in less developed countries.

Training and Experience – The candidates should have attended a Civilian Crisis Management Course or equivalent.

Driving Licence - Category B driving licence.

III. ESSENTIAL DOCUMENTS AND EQUIPMENT FOR SELECTED CANDIDATES

Passport – The selected candidates must have a passport from their respective national authorities. If possible, a Service Passport or Diplomatic Passport should be issued.

Visas – Contributing States and selected candidates must ensure that visas are obtained for entry into the Mission area prior to departure from their home country, if applicable. It is also essential to obtain any transit visas, which may be required for passage through countries en route to the Mission. On the basis of a SOMA

¹ <https://ec.europa.eu/ploteus/content/descriptors-page>

² [Common European Framework of References for Languages](#)

to the benefit of the Mission, the Mission can assist by issuing a travel order which makes the visa requirement obsolete.

Education diploma(s)/certificate(s) or/and professional certificate(s) – The selected international contracted candidates must have and present to the Mission the university diploma or the professional certificate/diploma, depending on the job description, in a timely manner and NLT before signing the contract or the taking up duties.

Required Personnel Security Clearance (PSC) – The selected candidates will have to be in possession of the necessary level of Personnel Security Clearance (PSC) as specified in the respective job descriptions. For seconded experts, a copy of the certificate of the national security clearance or a proof of the initiation of the process must accompany them upon deployment. For contracted experts, the process will be initiated by the Mission upon deployment. For both seconded and contracted experts, access to EUCI will be limited to LIMITE/LIMITED until the issuance of their national security clearance.

Certificate/Booklet of Vaccination – The selected candidates must be in possession of a valid certificate/booklet of vaccination showing all vaccinations and immunisations received. They also must be vaccinated according to the required immunisations for the Mission area. (Yellow fever vaccination is compulsory to be admitted to the country).

Medical Certificate – The selected candidates should undergo an extensive medical examination and be certified medically fit for Mission duty. As temporary measure and while the COVID-19 pandemic persists, Missions will request an extensive medical examination taking into account the exceptional circumstances of COVID-19. In a similar manner a dental examination should be certified where it is stated that no eminent dental issues are foreseen. A copy of the result of the medical examination as well as the certification must be provided by seconded/contracted personnel as well as interns and sent to the Medical Adviser of the Mission before joining the Mission. Medical data will be handled with confidentiality and in line with EU Charter of Fundamental Rights and the Standard Operating Procedure on the protection of personal data (CivOpsCdr instruction 12-2018 as amended.)

Personal Protection Equipment – It is recommended that national authorities provide seconded selected candidates with protection equipment and armament as described in Annex 2 of this CfC.

Deficiencies in any of the documents asked for a specific position may result in failure of the selection process.

IV. ADDITIONAL INFORMATION

Gender balance - The EU strives for improved gender balance in CSDP operations in compliance with EU policy and UNSCR 1325 on Women, Peace and Security (WPS). The CPCC encourages the Contributing States and European Institutions to take this into account when offering contributions at all levels.

Application Form – Applications will be considered only when using the online Application Form (AF) indicating which position(s) the candidate is applying for.

Selection Process – The candidates considered to be most suitable will be shortlisted and, interviewed by phone or video means by CPCC, before the final selection is made. If seconded candidates are required to travel to Brussels/Mission Headquarters for interviews, the Contributing States will bear any related costs.

N.B The selection of candidates who are working for other civilian CSDP Missions at the time of their application will be subject to an impact assessment taking into account the operational needs of the CSDP Missions concerned.

Information on the Outcome – Contributing States and contracted candidates (applying for seconded/contracted positions) will be informed about the outcome of the selection process after its completion.

E-Training – The selected candidates should complete E-MISSIONWISE + E-SAFE³ modules.

Pre-Deployment Training (PDT) – The selected candidates will have to undergo Pre-Deployment Training in accordance with the CSDP agreed Training Policy.

HEAT For High threat environments, Hostile Environment Awareness Training (HEAT) qualification (within the last 3 years) is compulsory.

Personal Data protection - The EEAS and its Directorate CPCC processes personal data pursuant to Regulation (EC) 2018/1725 on the protection of natural persons with regard to the processing of personal data by the EU institutions and bodies and on the free movement of such data. The [privacy statement on Meetings and Events](#) is available on the EEAS website.

V. JOB DESCRIPTIONS

The current reporting lines of the following job descriptions might be subject to modification based on operational requirements and in line with the principles set out in the Operational Plan (OPLAN).

³ <https://webgate.ec.europa.eu/eeas/security-e-learnings>

SECONDED POSITIONS

Position Name: Deputy Head of Mission	Employment Regime: Seconded	
Ref. Number: CA 01	Location: Bangui/CAR	Availability: 08 August 2021
Component/Department/Unit: Head of Mission Office	Security Clearance Level: EU Secret	Open to Contributing Third States: No

1. Reporting Line

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

2. Main Tasks and Responsibilities

- To deputise for the HoM in his/her absence;
- To support the HoM in leading, managing and directing Mission activities and in ensuring that the Mission's mandate and tasks as set out in the planning documents;
- To support the HoM in liaising with the host-country authorities, international organisations and diplomatic representatives;
- To act as the primary interlocutor at senior management level for the National Contingent Leaders (NCL)/National Points of Contact (NPC) on matters falling within the scope of action of the NCL/NPC;
- To supervise the implementation of mechanisms in the Mission for monitoring, implementing and evaluating EU and additional relevant international instruments for gender equality, mainstreaming and WPS;
- To ensure the discipline of Mission staff, including internal investigations in line with the relevant rules and procedures in coherence with the code of conduct and discipline;
- To identify, manage and report the risks arising from the specific processes/systems/projects implemented under his/her responsibility;

3. General Tasks and Responsibilities

- To contribute to Mission reporting in the area of competence;
- To contribute to the identification of best practice and lessons learned in the area of competence;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

4. Essential Qualifications and Experience

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank*; AND
- A minimum of 12 years of relevant professional experience, after having fulfilled the education requirements, out of which a minimum of 5 years of experience at senior management level;
- Experience in leading and coordinating multi-thematic and multi-layered efforts to inform the development of civilian security sector visions and strategies, development of related plans and monitoring their implementation, related outreach and change management, at national and/or international level.

5. Essential Knowledge, Skills and Abilities

- Capacity to lead and oversee a Mission with staff members of different professional backgrounds;
- Ability to maintain objectivity in complex scenarios and to display sensitivity and sound judgment;
- Knowledge of diplomatic protocol;

- Ability to engage with senior officials, to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
- Managerial skills and the ability to communicate the strategic vision of the HoM, to establish priorities, to plan and to exercise control;
- Ability to mentor and motivate staff;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- French language skills: minimum level C1 ((Proficient User);
- Experience in national or international assignments in a staff function, in particular planning and organisation of crisis management Missions;
- Experience in management of strategic analyses as well as a sound understanding of strategic and operational considerations for the design of national security sector related reforms;
- Master's degree in management, business administration or other related subjects, or international/national certificate/diploma in management/leadership.
- A previous relevant professional experience in Africa would be an asset.

7. Desirable Knowledge, Skills and Abilities

- Ability to develop and maintain effective work relationships with different national and cultural backgrounds with sensitivity and respect for diversity;
- Ability to accompany and motivate local counterparts;
- Strategic and creative thinking;
- Ability to multi-task with a time management efficiency;
- Organisational, planning and drafting skills;
- Ability to work under pressure and with tight deadlines and to manage multiple tasks and unexpected demands;

Position Name: Planning, Evaluation and Reporting Officer	Employment Regime: Seconded	
Ref. Number: CA 05	Location: Bangui, CAR	Availability: 01 June 2021
Component/Department/Unit: Mission HQ/CoS	Security Clearance Level: EU Secret	Open to Contributing Third States: No

1. Reporting Line

The Planning, Evaluation and Reporting Officer reports to the Chief of Staff (CoS).

2. Main Tasks and Responsibilities

- To develop, maintain and regularly update the Mission Implementation Plan (MIP) in close cooperation with all mission departments, notably the Operations Department;
- To report and to evaluate the Mission's achievements internally as well as externally;
- To develop and implement baseline surveys, monitoring and evaluation exercises to evaluate and assess the progress and impact of the Mission's activities;
- To prepare and give presentations;
- To maintain a workflow for the MIP;

3. General Tasks and Responsibilities

- To contribute to Mission reporting in the area of competence;
- To contribute to the identification of best practice and lessons learned in the area of competence;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

4. Essential Qualifications and Experience

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree; AND
- A minimum of 4 years of relevant professional experience in operational planning and evaluation/project management, after having fulfilled the education requirements;
- Previous relevant professional experience in Africa

5. Essential Knowledge, Skills and Abilities

- Excellent Analytical skills;
- Excellent drafting skills;
- Knowledge and experience in benchmarking
- Time management and ability to prioritize multiple tasks;
- Self-motivation to work without close supervision;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

University and/or Master's Degree in business administration/project management or other related topics

7. Desirable Knowledge, Skills and Abilities

- Ability to develop and maintain effective work relationships with different national and cultural backgrounds with sensitivity and respect for diversity;

- Strategic and creative thinking;
- Ability to multi-task with a time management efficiency;
- Proven organizational and, planning skills;
- Ability to work under pressure and with tight deadlines and to manage multiple tasks and unexpected demands;

SECONDED/CONTRACTED POSITIONS

Position Name: International Secretary	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support - Assistant Level (MSAL)
Ref. Number: CA 04	Location: Bangui, CAR	Availability: 01 July 2021
Component/Department/Unit Mission HQ/CoS	Security Clearance Level: EU Confidential	Open to Contributing Third States: No

1. Reporting Line

The International Secretary reports to the Chief of Staff (CoS).

2. Main Tasks and Responsibilities

- To manage the calendar of the HoM;
- To deal with all administrative aspects of the Mission;
- To maintain regular, official contacts with local authorities, governmental organisations, non-governmental organisations or other external counterparts in order to collect and disseminate information;
- To maintain regular contact with all Components/Department and Offices, with a particular view to ensure a good flow of relevant information within the Head of Mission Office and other Mission offices;
- To perform administrative and secretarial duties, draft memos, letters, faxes and other requested documents and maintain filing systems;
- To receive and distribute all correspondence as directed by the Head of Mission to the appropriate official, staff members;
- To ensure handling and storage of confidential documentation and related information passing through the Head of Mission Office;
- To coordinate and support the implementation plans and objectives of the Head of Mission Office;
- To follow up on all travel schedules for the HoM, including liaising with Administration for authorisation, entitlements and flight reservations, etc.;
- To ensure sufficient stocks of stationery materials are kept in the office for usage by all staff;

3. General Tasks and Responsibilities

- To contribute to Mission reporting in the area of competence;
- To contribute to the identification of best practice and lessons learned in the area of competence;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

4. Essential Qualifications and Experience

- A minimum level of secondary education attested by a diploma giving access to post-secondary education;
- A minimum of 3 years of experience working as Personal Assistant, Private secretary or Executive assistant to a high-level executive, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities

- Knowledge of protocol matters;
- Personal mastery skills (discretion, confidentiality, problem solving, flexibility, time management);
- Ability to work to tight deadlines with minimal supervision;
- Administrative skills (office management, event planning, project management);
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Professional training in project management;
- Executive assistant training/course or other related training/courses.

7. Desirable Knowledge, Skills and Abilities

- Ability to develop and maintain effective work relationships with different national and cultural backgrounds with sensitivity and respect for diversity;
- Solution-oriented and creative thinking;
- Ability to multi-task with a time management efficiency;
- Organisational, planning and drafting skills;
- Ability to work under pressure and with tight deadlines and to manage multiple tasks and unexpected demands.

Position Name: Head of Procurement	Employment Regime: Seconded/Contracted	Post Category for Contracted: Expert
Ref. Number: CA 53	Location: Bangui, CAR	Availability: ASAP
Component/Department/Unit Mission Support Department/ Procurement Unit	Security Clearance Level: EU Confidential	Open to Contributing Third States: No

1. Reporting Line

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

2. Main Tasks and Responsibilities

- To lead, direct and manage the work and staff of the Procurement Unit;
- To lead, develop, manage and co-ordinate the CSDP Mission contracting and procurement processes in accordance with established professional and transparent procurement policies and procedures of EC legislation and regulations;
- To assist and advise the chain of command on all contracting and procurement issues;
- To provide assistance to the Mission members related with all contracting and procurement matters;
- To develop professional relationships and work partnership with the EU Commission in the field of contracting and procurement for the Mission;
- To identify, manage and report the risks arising from the specific processes/systems/projects implemented under his/her responsibility;

3. General Tasks and Responsibilities

- To contribute to Mission reporting in the area of competence;
- To contribute to the identification of best practice and lessons learned in the area of competence;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

4. Essential Qualifications and Experience

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank; AND
- A minimum of 7 years of relevant professional experience, after having fulfilled the education requirements, out of which a minimum of 3 years at management level;

5. Essential Knowledge, Skills and Abilities

- Leadership skills to lead teams and develop solutions, and to adapt new and emerging technologies to solve business and operational needs;
- Ability to establish/review priorities, to plan and to exercise control;
- Ability to mentor and motivate staff;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Specialised training/course in the field of procurement;
- Master's Degree in management, business administration or other related subjects, or international/national certificate/diploma in management/leadership;
- Experience in using legally established professional and transparent procurement policies and procedures in accordance with EU legislation and regulations.
- Experience in planning and implementing projects and programmes;
- Experience in financial management of tendering processes and audits, preferably including EU procedures;

7. Desirable Knowledge, Skills and Abilities

- N/A

Position Name: Strategic Adviser on Interoperability with <i>Eaux et Forêts</i>	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support Management Level (MSML)
Ref. Number: CA 61	Location: Bangui/CAR	Availability: ASAP
Component/Department/Unit Operations Department	Security Clearance Level: No PSC (EU Restricted)	Open to Contributing Third States: No

1. Reporting Line

The Strategic Adviser on Interoperability with *Eaux et Forêts* reports to the Head of Operations.

2. Main Tasks and Responsibilities

In close coordination with relevant international actors, such as MINUSCA/SSR, MINUSCA/UNPOL, UNDP, and building upon the results achieved so far,

- To advise on operationalising the interoperability between Internal Security Forces and Eaux et Forêts sector;
- To advise and assist the CAR relevant Eaux et Forêts authorities on policy, planning and strategy development which supports the civilian SSR agenda and Security Sector Reform Strategy adapted to the CAR context;
- To advise the Eaux et Forêts relevant authorities on close coordination with the Internal Security Forces (the "Police Centrafricaine" and the "Gendarmerie Nationale");
- To provide advice to senior CAR counterparts which contributes to the interoperability of the security sector actors pursuant to the objective of sustainable synchronised deployment of CAR security forces at territorial level;
- To provide advice and guidance on concepts and doctrine in a framework of a closer cooperation with the internal security forces and the ministry responsible for Eaux et Forêts.
- To strengthen the daily relationship between the Justice actors and the internal security forces.
- To operationalise Mission mandate and tasks as set out in the planning documents by advising and accompanying Eaux et Forêts actors at a strategic level, in a structured manner and promoting local ownership;
- To support the Mission's efforts in identifying areas of weaknesses in terms of interoperability with their ISF counterparts;
- To provide analysis and recommendations for addressing these to Eaux et Forêts counterparts;
- To maintain necessary contacts and build relationships with relevant Eaux et Forêts counterparts;
- To liaise closely with other Advisers as appropriate;

3. General Tasks and Responsibilities

- To contribute to Mission reporting in the area of competence;
- To contribute to the identification of best practice and lessons learned in the area of competence;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

4. Essential Qualifications and Experience

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European

Higher Education Area, e.g. Bachelor's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank; AND

- A minimum of 5 years of relevant professional experience, including experience in/sound knowledge of environment and preservation of natural resources, in particular in a post-conflict environment/ SSR process, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities

- Practical understanding of legal reform process including the development of legal policy and legislation;
- Ability to provide strategic analysis and formulate coherent policy recommendations and to display political sensitivity and sound judgement;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Experience in working with civilian security institutions at strategic level;
- Experience in working in an international crisis management environment;
- Experience in/sound knowledge of environment/preservation of natural resources aspects, particularly in a post-conflict environment/SSR process.
- Experience in environment/preservation of natural resources reform either domestically or internationally;
- Previous relevant professional experience in Africa.

7. Desirable knowledge, skills and abilities

- Ability to develop and maintain effective work relationships with different national and cultural backgrounds with sensitivity and respect for diversity;
- Ability to accompany and motivate local counterparts;
- Strategic and creative thinking;
- Ability to multi-task with a time management efficiency;
- Organisational, planning and drafting skills;
- Ability to work under pressure and with tight deadlines and to manage multiple tasks and unexpected demands.

Position Name: Strategic Adviser on Interoperability with Customs	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support Management Level (MSML)
Ref. Number: CA 62	Location: Bangui/CAR	Availability: ASAP
Department/Component/Unit: Operations Department	Security Clearance Level: No PSC (EU Restricted)	Open to Contributing Third States: No

1. Reporting Line

The Strategic Adviser on Interoperability with Customs reports to the Head of Operations.

2. Main Tasks and Responsibilities

In close coordination with relevant international actors, such as MINUSCA/RoL and SSR section, MINUSCA/UNPOL, UNDP, UNODC and building upon the results achieved so far,

- To advise and assist the CAR customs administration authorities on policy, planning and strategy development to support the civilian SSR agenda and SSR Strategy adapted to the CAR context;
- To advise the customs administration relevant authorities on establishing close cooperation and coordination with the Internal Security Forces (the "Police Centrafricaine" and the "Gendarmerie Nationale") on border and customs related matters, particularly on coordinated and integrated border management;
- To provide advice to senior customs administration counterparts on border and customs related matters, which contributes to the interoperability of the security sector actors pursuant to the objective of sustainable synchronised deployment of CAR law enforcement authorities at territorial level;
- To provide advice and guidance on concepts and doctrine on border and customs related matters according to World Customs Administration and international standards, in a framework of a closer cooperation with the internal security forces
- To strengthen the daily relationship between the customs administration actors and the internal security forces as well as other components of the justice sector.
- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising the CAR Customs administration at a strategic level, in a structured manner and promoting local ownership;
- To support the Mission's efforts in identifying areas of structural weaknesses in the performance and accountability of counterparts/institutions and to propose solutions for addressing these;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other Advisers as appropriate;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;

3. General Tasks and Responsibilities

- To contribute to Mission reporting in the area of competence;
- To contribute to the identification of best practice and lessons learned in the area of competence;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

4. Essential Qualifications and Experience

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree OR equivalent and attested police or/and military education or training or an award of an equivalent rank; AND
- A minimum of 5 years of relevant professional experience, including experience in/sound knowledge of customs aspects, in particular in a post-conflict environment/ SSR process, after having fulfilled the education requirements;

5. Essential Knowledge, Skills and Abilities

- Practical understanding of legal reform process including the development of legal policy and legislation;
- Ability to provide strategic analysis and formulate coherent policy recommendations and to display political sensitivity and sound judgement;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Strong experience and in-dept knowledge of customs, with substantial insight in all facets of the job;
- Strong experience as senior customs officer /practising lawyer/magistrate
- Strong professional experience in interacting with security sector actors;
- Experience in working with civilian security institutions at strategic level;
- Experience in working in an international crisis management environment;
- Experience in/sound knowledge of RoL/justice aspects, in particular in a post-conflict environment/ SSR process.
- Experience in customs reform either domestically or internationally.
- Previous relevant professional experience in Africa.

7. Desirable knowledge, skills and abilities

- Ability to develop and maintain effective work relationships with different national and cultural backgrounds with sensitivity and respect for diversity;
- Ability to accompany and motivate local counterparts;
- Strategic and creative thinking;
- Ability to multi-task with a time management efficiency;
- Organisational, planning and drafting skills;
- Ability to work under pressure and with tight deadlines and to manage multiple tasks and unexpected demands.