



Annex 1 - Requirements and Job Descriptions

<p>European Union CSDP Mission in Niger (EUCAP Sahel Niger)</p> <p>1-2021 Call for Contributions</p>				
Organisation:	EUCAP Sahel Niger			
Job Location:	Niamey and Agadez			
Employment Regime:	As indicated below			
Job Titles/ Vacancy Notice:	Ref.:	Name of the Post:	Location:	Availability:
	<u>Seconded (8 positions)</u>			
	NI 10	Political Adviser	Niamey	15 Aug 2021
	NI 22	Operations Assessment Adviser - Projects	Niamey	15 May 2021
	NI 39	Head of Interoperability	Niamey	30 May 2021
	NI 54	Human Rights Adviser	Niamey	15 May 2021
	NI 59	Criminal Intelligence Analyst Adviser	Niamey	15 May 2021
	NI 61	Criminal Intelligence Training Adviser	Niamey	15 May 2021
	AG 02	Deputy Head of Field Office	Agadez	01 Jul 2021
	AG 10	FO Adviser to the Head of Regional Forces	Agadez	15 May 2021
	<u>Seconded/Contracted (6 positions)</u>			
NI 07	Internal Auditor	Niamey	15 May 2021	

	NI 33	Senior Financial Adviser	Niamey	15 May 2021
	NI 47	CIS Adviser	Niamey	15 May 2021
	NI 77, NI 79	Project Management Officer (2 positions)*	Niamey	15 May 2021
	AG 16	FO Team Leader – Mission Security Officer*	Agadez	15 May 2021
Deadline for application:	Thursday, 22 April 2021 at 17:00 hours (Brussels time)			
Applications must be submitted via:	<ol style="list-style-type: none"> 1. For seconded candidates from EU Member States: https://goalkeeper.eeas.europa.eu/registrar/ 2. For contracted candidates from EU Member States: https://goalkeeper.eeas.europa.eu/registrar/DPA/357/details.do 3. For seconded candidates from Invited Third States (application form attached and available also on the EEAS website): eeas-cpcc-eucap-niger@eeas.europa.eu 			
Information:	<p>For more information relating to selection and recruitment, please contact the Civilian Planning and Conduct Capability (CPCC):</p> <p>Mr Aurel Hariton eeas-cpcc-eucap-niger@eeas.europa.eu</p>			

*) The availability for the post is pending the acceptance of selection for another position for the incumbent

EUCAP Sahel Niger bears a High-Risk Non-Family Mission status due to the present risk rating of the Mission area as high. 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/Invited Third States¹ (Contributing States) will be considered. Contributing 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 the Council documents 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 the Council documents 7291/09 (10 March 2009) and 9084/13 (30 April 2013).

¹ Invited Third States with a signed Framework Participation Agreement

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 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.

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

The Civilian Operations Commander requests that Contributing States propose candidates for the following international expert positions for EUCAP Sahel Niger, according to the requirements and profiles described below:

I. GENERAL CONDITIONS

Citizenship – The candidates must have Citizenship of an EU Member State or of an Invited Third State (Australia, Canada, Rep. of South Africa, Switzerland and USA).

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 as 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 requested 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. Selected candidates should undergo an extensive medical examination as requested by the seconding authority or the Mission in accordance with “Fit to work clearance” procedure prior to recruitment/deployment to prove that they comply with the requirement.

To ensure duty of care in the civilian 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 should have a recognised academic qualification under the European Qualifications Framework (EQF)², 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 Skills³ – 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.

The Mission provides intensive language training and where appropriate, specialist language training, for newly recruited Mission staff members.

In order to provide for national representation in the Mission, certain (ordinarily internal) positions in Mission may accept proficiency in a language other than the majority language of the Mission.

Communication and Interpersonal Skills – The candidates must have excellent interpersonal and communication skills, both written and oral.

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.

² <https://ec.europa.eu/ploteus/content/descriptors-page>

³ [Common European Framework of References for Languages](#)

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

Language – Some proficiency in local language(s), depending on the job tasks and responsibilities.

Driving Licence - Category C 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.

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, 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, the original 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 EU RESTRICTED until the issuance of their national security clearance. For Contributing Third States selected candidates, an equivalence to access to the required level of EUCI will be delivered on the basis of Security of Information Agreement or Administrative Arrangements with EU or, in their absence, on the basis of the Framework Participation Agreements.

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 Area of Operation of the Mission.

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 take account the exceptional circumstances of COVID-19 crises. In a similar manner a dental examination should be certified where it is stated that no eminent dental issues are foreseen.

For selected contracted candidates, in compliance with “Fit to work clearance procedure”, a copy of the result of the medical examinations as well as the fitness to work certificate, for seconded selected candidate, the fitness to work certificate must be 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.)

The Heads of Mission reserve the right to reject the recruitment of any selected candidate that proves to be medically unfit to work in a civilian CSDP Mission.

Personal Protection Equipment – It is recommended that national authorities provide seconded selected candidates with protection equipment (Annex 2 - List of Recommended Security Equipment sent to the Contributing States).

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 UNSCR 1325. The CPCC encourages the Contributing States and European Institutions to take this into account when offering contributions.

Application Form – For candidates holding an EU citizenship, applications will be considered only when using the online Application Form (AF) accessible on the Goalkeeper-Registrar software module, indicating which position(s) the candidate is applying for. Candidates seconded by Invited Third States will apply using the Application Form for third states in Annex 3.

Selection Process – The candidates considered to be most suitable will be shortlisted and, if needed, interviewed in Brussels, at the Headquarters of the Mission or by video/phone 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.

NB 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.

Accommodation - Mission Members will be accommodated in Mission provided accommodation and will contribute towards the overall cost of the accommodation.

Training – The selected candidates should complete Missionwise and SAFE⁴ modules or equivalent.

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

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 Union institutions, bodies, offices and agencies and on the free movement of such data. The Privacy statement is available on the EEAS website as well as in the Goalkeeper system.

⁴ <https://webgate.ec.europa.eu/eeas/security-e-learning>

SECONDED POSITIONS (8)

Position Name: Political Adviser	Employment Regime: Seconded	
Ref. Number: NI 10	Location: Niamey	Availability: 16 Aug 2021
Component/Department/Unit: Chief of Staff's Department	Security Clearance Level: EU SECRET	Open to Invited Third States: No

1. Reporting Line:

The Political Adviser reports to the Chief of Staff (CoS).

2. Main Tasks and Responsibilities:

- To follow the political developments in Niger and in the region pertaining to the Mission mandate implementation and to provide analysis and advice on same to the HoM and senior Mission management;
- To liaise and develop relationships with relevant political actors, in coordination with the EU Delegation political section, especially with, but not limited to parliamentarians, local authorities, civil society, EU actors, Contributing Third States and international organisations;
- To contribute to regular Mission reporting and other reports, papers and briefings in relation to the implementation of the Mission mandate;
- To prepare/contribute to briefings, notes and meeting reports in a timely manner for the HoM and other Mission staff and other individuals or groups as appropriate;
- To contribute to the political aspects of Press and Public Information activities, including to assist in clearance of draft press releases, public statements and articles as appropriate;
- To act as alternate Press and Public Information Officer, as required;
- To act as alternate Mission spokesperson, as required;
- To assist in conducting and coordinating official visits according to protocol rules;
- To support the workings of the Information Cell of the Mission through preparing meeting minutes, following up on taskings and providing input and suggestions on optimum information sharing within the mission.

3. General Tasks and Responsibilities:

- To provide advice to the HoM and senior Mission management on the political impact of ongoing Security Sector Reform pertaining to the mandate;
- To perform 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. The qualification should be in any of the fields of Political Science, Social Science, or other academic training relevant to the post, **OR** police or military equivalent education or training or equivalent rank; **AND**
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Drafting and analytical skills;

- Academic background and/or knowledge of Africa and especially of the Sahel region, as well as familiarity with Islamic societies and cultures;
- Good understanding of and experience in the European Institutions and CSDP;
- International experience, particularly in crisis areas with multinational and/or international organisations, ideally in a political advisory capacity;
- Political sensitivity, with the ability to exercise discretion, judgement and confidentiality when dealing with politicians and officials at every level;
- The ability to give clear advice on issues;
- French language skills: minimum C1 (Proficient User);
- English language skills: minimum B1 (Independent User).

6. Desirable Qualifications and Experience:

- Previous experience in political analysis, advising to senior management or leadership, experience in diplomacy or similar;
- Previous experience in Western Africa and/or in a complex, crisis management and/or hostile environments with seconded civilian and/or military staff;
- Oral and influencing skills.

7. Desirable Knowledge, Skills and Abilities:

- Highly resilient under mental pressure and willingness to work extra hours when required.

Position Name: Operations Assessment Adviser - Projects	Employment Regime: Seconded	
Ref. Number: NI 22	Location: Niamey	Availability: 15 May 2021*
Component/Department/Unit: Chief of Staff Department/ Planning, Evaluation and Reporting Unit	Security Clearance Level: EU RESTRICTED	Open to Invited Third States: No

1. Reporting Line:

The Operations Assessment Adviser-Projects reports to the Head of Planning, Evaluation and Reporting Unit.

2. Main Tasks and Responsibilities:

- To organise regular evaluations of the effectiveness of the Mission's activities, as set out in the Mission's planning and evaluation documents and the Mission Implementation Plan (MIP);
- To collect and analyse information in cooperation with local counterparts and Mission's Advisors about the effectiveness of the Mission's activities. To this end, build and maintain relationships with relevant local counterparts and other relevant parties;
- To identify potential shortcomings in Mission's efforts to address areas of weakness in the structures, performance and accountability of local counterparts and to propose solutions to address them;
- To liaise closely with other Senior Advisers and Advisers in the Mission, as appropriate;
- To identify best practice and lessons learned within the area of responsibility;
- To design and deliver explicatory presentations or training on evaluation for other Mission members or local counterparts, as requested.

3. General Tasks and Responsibilities:

- To conduct thematic evaluations, mid-term-evaluations and end-of-project evaluations of the Mission's projects in cooperation with the other Operations Assessment Advisor, the Project Cell, Mission's Advisors and local counterparts;
- To organise and support the decision making process in the Mission on the evaluation which need to be prioritised and the goals and objectives which need to be pursued in this regard;
- To develop and update internal planning and evaluation documents of the Mission;
- To advise on the identification of new activities on the basis of evaluation and lessons learned from previous activities;
- To be available to support other colleagues in the Planning, Evaluation and Reporting Unit.
- In coordination with the Human Rights and Gender Adviser, to take account of HR and gender aspects in the evaluations of Mission activities;
- To perform 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. The qualification should be in any of the fields of Political Science, International Relations, Law, Social Sciences or Business Administration; **AND**

- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements;
- Experience and knowledge of theory of change, project cycle, assessment methods, SSR.

5. Essential Knowledge, Skills and Abilities:

- Analytical and communication skills;
- Organisational and coordination skills;
- Thematic knowledge on evaluation;
- Experience in project management;
- Experience in performing project evaluation;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience:

- Experience working in Africa;
- Experience working in crisis area;
- Resilience in coping with stressful environments.

7. Desirable Knowledge, Skills and Abilities:

- Highly resilient under mental pressure and willingness to work extra hours, when required.

Position Name: Head of Interoperability Unit	Employment Regime: Seconded	
Ref. Number: NI 39	Location: Niamey	Availability: 30 May 2021
Component/Department/Unit: Operations Department/ Interoperability Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Invited Third States: No

1. Reporting Line:

The Head of Interoperability Unit reports to the Head of Operations.

2. Main Tasks and Responsibilities:

- To strengthen the partnership with Nigerien authorities to support the implementation of the national Security strategies;
- To support the set-up of coordination and cooperation mechanisms between the national Security actors;
- To analyse the existing internal Security arrangements, including their legal and institutional aspects;
- To assess the coordination and organisational needs and to recommend strategic operational orientations;
- To facilitate cooperation between the strategic, operational and tactical levels of G5 Security Forces;
- To be the key interlocutor with the Director General of the Police/State Prosecutor
- To organise exercises, in close cooperation with Nigerien authorities, in order to assess and strengthen the interoperability at command posts level;
- To provide advice in his/her units, on the possible improvements of the skills and performance of the local (mid and senior) officers;
- To develop curricula on crisis management in order to implement Security strategy/doctrines in his/her remit (law enforcement);
- In coordination with the Human Rights Adviser to ensure that Human Rights aspects are mainstreamed within own operational activities.

3. General Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP);
- To lead, direct and manage the work and staff of the Unit to ensure it delivers on Mission mandate within its field of responsibility and tasks as set out in the planning documents, the MIP and instructions issued by Head of Mission;
- To ensure timely reporting on activities within own Unit field of responsibility as per planning documents, in particular progress and/or lack of progress, including the updating of the MIP and benchmarking in the relevant Line of Operation;
- To ensure, at operational level, co-ordination with other relevant operational Units within the Mission;
- To maintain necessary contacts and build relationships with relevant local counterparts and international actors in the field of responsibility;
- To act, as appropriate, as the representative of the Unit in contacts with external interlocutors;
- To ensure compliance with instruction/direction from Mission management and to issue clear instructions to the members of the Unit;
- To identify best practice and lessons learned within the field of responsibility;

- To identify, manage and report the risks arising from the specific processes/systems/projects implemented under his/her responsibility;
- To perform 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 8 years of relevant professional experience, after having fulfilled the education requirements, out of which a minimum of 3 years at management level;
- A minimum of 1 year of experience of design and delivery of training programmes.

5. Essential Knowledge, Skills and Abilities:

- Ability to mentor and motivate staff;
- Ability to manage and coordinate a diversified team;
- French language skills: minimum level B2 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience:

- Master degree/MBA in management, business administration or other related subjects, or international/national certificate/diploma in management/leadership;
- Experience on managerial level in criminal investigation on terrorism and organised crime matters.

7. Desirable Knowledge, Skills and Abilities:

- Strategic and analytical capacities;
- Ability to engage with senior officials, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.

Position Name: Human Rights Adviser	Employment Regime: Seconded	
Ref. Number: NI 54	Location: Niamey	Availability: 15 May 2021
Component/Department/Unit: Operations Department/ Training Unit	Security Clearance Level: EU RESTRICTED	Open to Invited Third States: Yes

1. Reporting Line:

The Human Rights Adviser reports to the Head of Training Unit.

2. Main Tasks and Responsibilities:

- To identify training requirements and opportunities through a close monitoring and analysis of the state of play of Human Rights and protections developments in the host country with a view to enhance compliance with its Human Rights commitments;
- To establish and maintain necessary contacts and build relationships with the Nigerien security forces;
- To design and deliver bespoke training for members of the Nigerien security forces with regards to International Humanitarian Law, Human Rights concepts;
- In coordination with the the Strategic Training Expert of the Mission develop the Training Module Human rights in framework of all European security building initiative;
- To closely liaise with the Human Rights and Gender Expert of the Mission and contribute to ensuring that Human Rights aspects are mainstreamed in the operational activities of the Mission;
- To contribute to collecting statistics about Human Rights and Gender aspects of the Nigerien Security Forces;
- To contribute in identification and reports on lessons and best practices within the field of responsibility;
- To integrate the fundamental concepts of Human Rights and International Humanitarian Law in all the training provided in the training unit;
- To exchange information, share best practices, co-ordinate activities and implement common programs in the area of Human Rights protection and promotion with independent experts, international and national governmental and non-governmental actors.

3. General Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To ensure compliance with instruction/direction from Mission management;
- To identify best practice and lessons learned within the field of responsibility;
- To undertake any other related task, 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 second 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. The qualification should be in any of the fields of Human Rights, politics or other relevant fields; **AND**

- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements;
- Practical experience in the design of training curricula, the conduct and evaluation of training especially in International Humanitarian Law, Human Rights and Gender issues;
- Experience in developing initiatives to promote Human Rights and accountability in the justice sector.

5. Essential Knowledge, Skills and Abilities:

- Substantial knowledge of the roles of the different security actors, as well as of justice institutions and criminal justice system;
- Inter-personal and negotiations skills;
- Analytical and advocacy skills on Human Rights and Gender issues;
- Training experience;
- French language skills: minimum B1 (Independent User);
- English language skills: minimum B1 (Independent User).

6. Desirable Qualifications and Experience:

- Experience as a professional in the criminal justice system appreciated;
- Good writing skills.

7. Desirable Knowledge, Skills and Abilities:

- Good communication and drafting skills;
- Ability to establish and maintain effective working relations in a multi-cultural, multi-ethnic environment with sensitive and respect to gender and diversity;
- Good understanding of the Sahel sub-region and knowledge of national and international institutions operating in the region on Human Rights and Gender Equality.

Position Name: Criminal Intelligence Analyst Adviser	Employment Regime: Seconded	
Ref. Number: NI 59	Location: Niamey	Availability: 15 May 2021
Component/Department/Unit: Operations Department/ Training Unit	Security Clearance Level: EU RESTRICTED	Open to Invited Third States: No

1. Reporting Line:

The Criminal Intelligence Analyst Adviser reports to the Head of Training Unit.

2. Main Tasks and Responsibilities:

- To establish and develop working relationships with Nigerien partners in charge of the criminal analysis aspects within the security forces;
- To assist Nigerien security forces help to the professionalization of the analysis units;
- To conduct, upon request, an overview of the situation regarding criminal analysis in the services responsible for combating terrorism and transnational organised crime;
- To stimulate the exchange of relevant information and experience between the actors in the field of analysis;
- To promote close cooperation between the different actors in the field of analysis;
- To stimulate inter-service cooperation through the exchange of information and expertise;
- To Advise the criminal intelligence training adviser to assess the specific training needs of the criminal analysis units;
- To Advise the criminal intelligence training adviser to elaborate a training plan regarding criminal analysis in the fight against terrorism and organised crime;
- To identify the target audience for the training in cooperation with the local authorities;
- To deliver expertise in terms of criminal analysis;
- To develop reports, presentations, talking points and briefings on criminal analysis activities;
- To ensure that human rights and gender aspects are mainstreamed in the operational activities in coordination with the Human Rights and Gender Adviser.

3. General Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner;
- To support the Mission efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction from Mission management;
- To liaise closely with other Advisers as appropriate;
- To identify best practice and lessons learned within the field of responsibility;
- To design and deliver training, as appropriate;
- To undertake any other related task, 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 equivalent rank. The qualification should be in any of the fields of Political Science, International Relations, Law, Social Sciences or Business Administration, Homeland Security, Law enforcement or other relevant field; **AND**
- A minimum of 5 years of relevant professional experience in the field of criminal analysis, after having fulfilled the education requirements;
- Proven experience in the field of criminal analysis;
- Experience in related software tools (mercure software, excel, etc.)

5. Essential Knowledge, Skills and Abilities:

- Criminal analysis software tools proficiency (mercure software, excel, etc.);
- French language skills: minimum B1 (Independent User);
- English language skills: minimum B1 (Independent User).

6. Desirable Qualifications and Experience:

- Experience in SSR and law enforcement;
- Experience in CSDP Missions or other international civilian deployment (EU, UN, OSCE) and/or cooperation in Africa.

7. Desirable Knowledge, Skills and Abilities:

- Highly resilient under mental pressure and willingness to work extra hours when required.

Position Name: Criminal Intelligence Training Adviser	Employment Regime: Seconded	
Ref. Number: NI 61	Location: Niamey	Availability: 15 May 2021
Component/Department/Unit: Operations Department/ Training Unit	Security Clearance Level: EU RESTRICTED	Open to Invited Third States: No

1. Reporting Line:

The Criminal Intelligence Training Adviser reports to the Head of Training Unit.

2. Main Tasks and Responsibilities:

- To conduct, upon request, review of the Interior Security Forces structure regarding intelligence;
- To establish and develop working relationships with the Nigerien partners in charge of the intelligence aspects within the security forces;
- To assess the needs of the security forces in charge of criminal intelligence;
- To assess the specific training needs of the criminal analysis units in relation with the criminal analysis adviser;
- To elaborate a training plan regarding criminal analysis in the fight against terrorism and organised crime, in relation with the criminal analysis adviser;
- To design and implement specialized training in analysis and sharing intelligence process, in relation with the criminal analysis adviser.
- To develop curricula in order to implement cooperation programs in his/her domain of competency (Criminal intelligence);
- To identify the target audience for the training courses;
- To coordinate and oversee criminal intelligence training;
- To implement evaluation of the training;
- To deliver expertise in terms of criminal intelligence cooperation;
- To report to the Head of Training Unit on the consistency, complementarity and sustainability of the programs;
- In coordination with the Human Rights and Gender Adviser, to ensure that Human Rights and Gender aspects are mainstreamed in the operational activities.

3. General Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction from Mission management;
- To liaise closely with other Senior Advisers and Advisers as appropriate;
- To identify best practice and lessons learned within the field of responsibility;
- To design and deliver training, as appropriate;
- To undertake any other related task, 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, after having fulfilled the education requirements.
- Experience of designing and delivering training;
- Experience in criminal intelligence and related software tools;
- Experience in training of the trainers.

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 in the field of criminal analysis, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Criminal analysis software tools proficiency (mercure software, excel, etc.)
- French language skills: minimum B1 (Independent User);
- English language skills: minimum B1 (Independent User).

6. Desirable Qualifications and Experience:

- Experience in SSR and law enforcement;
- Experience in CSDP Missions or other international civilian deployment (EU, UN, OSCE) and/or cooperation in Africa;
- Experience in train the trainers.

7. Desirable Knowledge, Skills and Abilities:

- Highly resilient under mental pressure and willingness to work extra hours when required.

Position Name: Deputy Head of Field Office	Employment Regime: Seconded	
Ref. Number: AG 02	Location: Agadez	Availability: 01 Jul 2021
Component/Department/Unit: Operations Department/ Field Office	Security Clearance Level: EU CONFIDENTIAL	Open to Invited Third States: No

1. Reporting Line:

The Deputy Head of Field Office (FO) reports to the Head of FO.

2. Main Tasks and Responsibilities:

To deputise for the Head of FO in the discharge of his/her tasks that include the following:

- To lead, direct and manage the work in the FO, in accordance with the Mission OPLAN and the Mission Implementation Plan (MIP);
- To monitor the execution of all tasks allocated to the FO, analyse the situation on the ground, the needs and dynamics, with a view to further develop and initiate, in cooperation with the Mission's leadership, the FO actions (capacity building, trust building) in the region;
- To analyse and report any challenges, shortcomings or gaps in the planning and/or execution of the FO tasks and provide recommendations for improvement;
- To establish and maintain regular relationships and to co-operate with relevant local (municipal and regional) authorities and organisations (local, national and international);
- To supervise operational mission staff members in the performance of their duties and monitor the progress of their tasks against set objectives;
- To coordinate and supervise the cooperation of the FO's staff members with local authorities and organisations, and, if necessary, guide them in their work with external partners;
- To ensure timely contribution to the Mission's internal and external reporting against benchmarking, and to the identification of lessons learned and best practices;
- To cooperate and coordinate the visits of EU and international actors to the FO or their participation in FO activities;

3. General Tasks and Responsibilities:

- To ensure adequate coordination of the execution of the FO tasks with involved Mission departments (Mission Support, Duty of Care Department, etc.);
- To ensure that Standard Operating Procedures (SOPs) and Mission instructions are properly implemented and correctly applied within the FO;
- To represent the FO at official events in the region;
- To ensure that human rights and gender related aspects are implemented and duly observed among the FO mission members, as required by the Mission's management;
- 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 and/or military education or training or an aware of an equivalent rank; **AND**
- A minimum of 7 years of relevant professional experience, after having fulfilled the education requirements.

- Proven management experience of a pluridisciplinary team in the field of law enforcement.

5. Essential Knowledge, Skills and Abilities:

- SSR expertise;
- Ability to use own initiative and make sound and timely decisions;
- Ability to mentor and motivate staff;
- Ability to motivate and mentor regional counterparts;
- Ability to manage and coordinate a diversified team;
- French language skills: minimum B1 (Independent User);
- English language skills: minimum B1 (Independent User).

6. Desirable Qualifications and Experience:

- Master's Degree in management, business administration or other related subjects, or international/national certificate/diploma in management/leadership.

7. Desirable Knowledge, Skills and Abilities:

- Highly resilient under mental pressure;
- Ability to live and work under very limited freedom of personal movement.

Position Name: FO Adviser to the Head of Regional Forces	Employment Regime: Seconded	
Ref. Number: AG 10	Location: Agadez	Availability: 15 May 2021
Component/Department/Unit: Field Office/ OPS	Security Clearance Level: EU RESTRICTED	Open to Invited Third States: No

1. Reporting Line:

The FO Adviser to the Head of Regional Forces reports to the Head of Field Office.

2. Main Tasks and Responsibilities:

- To support the development of the local security forces, notably Police Nationale, Gendarmerie Nationale and Garde Nationale, in the field of SSR through mentoring, monitoring and advising;
- To be the key interlocutor with the Director General of the Police;
- To develop policies in line with the security forces, notably Police Nationale, Gendarmerie Nationale and Garde Nationale;
- To develop and synchronise a training curriculum for security topics such as human resources training/policy/forensics etc.;

3. General Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening them;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To collect and collate statistics about the workload/performance of local counterparts;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction from Mission management;
- To liaise closely with other Senior Advisers and Advisers as appropriate;
- To identify best practices and lessons learned within the field of responsibility;
- To design and deliver training, as appropriate;
- 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** (only if applicable to institution being advised) 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, after having fulfilled the education requirements;
- Proven experience within a pluridisciplinary team in the field of law enforcement.

5. Essential Knowledge, Skills and Abilities:

- Experience in mentor and motivate local counterparts;
- Law enforcement and SSR expertise;
- Presentation skills;
- Mediation skills;
- Innovative thinking;
- Ability to plan, multi-task and manage time effectively;
- Understanding of the political, cultural and security situation in Niger;
- French language skills: minimum level C1 (Proficient User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience:

- Experience of designing and delivering training;
- Experience in project management.

7. Desirable Knowledge, Skills and Abilities:

- Attention to details;
- Organizational, planning and quality management skills;
- Highly resilient under mental pressure;
- Ability to live and work under very limited freedom of personal movement.

SECONDED/CONTRACTED POSITIONS (5)

Position Name: Internal Auditor	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support - Management Level (MSML)
Ref. Number: NI 07	Location: Niamey	Availability: 15 May 2021
Component/Department/Unit: Head of Mission Office	Security Clearance Level: EU RESTRICTED	Open to Invited Third States: No

1. Reporting Line:

The Internal Auditor reports to the Head of Mission (HoM).

2. Main Tasks and Responsibilities:

- To develop a risk-based audit programme for validation by the Mission's management;
- To plan appropriate audit procedures and methods to meet the objective of the audit engagements, considering the efficient use of resources;
- To operate in accordance with relevant provisions, and with internationally established professional internal auditing standards;
- To prepare high quality and operational audit reports presenting the findings and recommendations;
- To obtain feedback from auditees on the conduct of the audit;
- To recommend actions to the Mission's management as appropriate, and to follow up and review actions taken by management;
- To provide advice and guidance to the Head of Mission to improve compliance with internal control standards;
- To assess whether financial operations have been legally and regularly executed and accounts are reliable by conducting ex-post financial checks based on audit methodologies;
- To ascertain the nature of a process, identify key control points and evaluates their efficiency and effectiveness;
- To identify and map risks;
- To design and establish risk mitigation systems along the Mission's financial circuits with a view to improving compliance with financial control rules and standards;
- To evaluate adequacy of management and control systems and the implementation of financial and accounting policies, systems and procedures;
- To examine whether resources are used efficiently and economically and achieving effective results;
- To examine the reliability and integrity of information systems;
- To identify, manage and report the risk arising from the specific processes/systems/projects implemented under his/her responsibility.

3. General Tasks and Responsibilities:

- To establish a risk-based ex post financial control function to be performed in compliance with the relevant international standards, the regulations and legal rules applicable to this field in the context of the EU and EC guidelines;
- To ensure effective management of the audit activities;
- To register and archive documents in accordance with the Mission Document Management; 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 5 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Good knowledge of audit and accounting principles;
- Knowledge of relevant EU rules and regulations;
- Experience working with financial/accounting/audit management software.
- Proven ability to produce high-quality reports including recommendations;
- Analytical, research and problem-solving skills;
- Priority-setting and ability to react quickly to new demands;
- French language skills: minimum B1 (Independent User);
- English language skills: minimum B1 (Independent User).

6. Desirable Qualifications and Experience:

- Experience in setting up an internal audit capability in a complex organisation;
- Member of a corps or body within EU member states public institutions having functions of this nature and/or certification as a Certified Public Accountant (CPA), Chartered Accountant (CA), Certified Internal Auditor (CIA), Certified Information Systems Auditor (CISA), or equivalent.

7. Desirable Knowledge, Skills and Abilities:

- University and/or Master's degree in Economics, Audit, Finance, Accounting or other related fields;
- Good knowledge and/or experience in strategic management and/or public administration;
- Very good sense of organisation, priority-setting and ability to react quickly to new demands;
- Highly resilient under mental pressure and willingness to work extra hours, when required.

Position Name: Senior Financial Adviser	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support – Management Level (MSML)
Ref. Number: NI 33	Location: Niamey	Availability: 15 May 2021
Department/Component/Unit: Operations Department/ Strategic Adviser Unit	Security Clearance Level: EU RESTRICTED	Open to Invited Third States: No

1. Reporting Line:

The Senior Finance Adviser reports to the Head of Strategic Advice Unit.

2. Main Tasks and Responsibilities:

- To ensure a comprehensive understanding of the current state of play in the public finance field by constantly assessing progress and identifying actual and potential risks to reform implementation;
- To provide expertise to strengthen capabilities in the public finance field, including logistics, procurement, and applying the principles of public finance management;
- To enhance the awareness of the relevant Nigerien Interior Security Forces- ISF authorities in their attitudes and approaches towards public finance, logistic and procurement related issues, applying EU standards, models and approaches;
- To assist the Nigerien Interior Security Forces- ISF authorities in identifying choices, making informed decisions, analysing implications and planning accordingly in the context of shaping the Nigerien security sector reforms and their implementation;
- To assist the relevant assist the Nigerien Interior Security Forces- ISF authorities in designing and managing an effective financial system to support civilian security sector reform, in respect of the principles of public finance management and with a particular attention to fighting corruption;
- To promote, encourage and advise the relevant assist the Nigerien Interior Security Forces- ISF authorities to make changes in the existing culture of public finance, logistics and procurement, with a special view to related transparency, responsibility and accountability, in order to support Nigerien civilian security sector reforms;
- To design and pilot a role mode of Public Finance Management in cooperation with the Nigerien interlocutors;
- To identify and advise the relevant Nigerien partners on the capacity and training opportunities in the public finance field;
- To support the relevant Nigerien partners in identifying the appropriate equipment and infrastructure needed to deliver effective public finance;
- To manage and lead projects in public finance field;
- To assist in the implementation of training activities for public finance;
- To identify, analyse and disseminate information on all public finance activities within her/his area of responsibility as required;
- To travel within the Mission's area of operations, as required;
- Support authorities in developing financial plans for annual and multi-year programming.

3. General Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) on the strategic and operational level as appropriate;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of counterparts/institutions and to propose solutions for strengthening same;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;

- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction from Mission management;
- To liaise closely with other Senior Advisers and Advisers as appropriate;
- To identify best practice and lessons learned within the field of responsibility;
- To design and deliver training, as appropriate;
- 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 6 years of relevant professional experience, after having fulfilled the education requirements.
- Experience in central or regional administration in public finance management;
- Experience in budget planning.

5. Essential Knowledge, Skills and Abilities:

- Ability to mentor and motivate local counterparts;
- French language skills: minimum B2 (Independent User);
- English language skills: minimum B2 (Independent User).

6. Desirable Qualifications and Experience:

- Experience in project management;
- Experience of working for security forces.

7. Desirable Knowledge, Skills and Abilities:

- Ability to deliver against multi-tasking with a time management efficiency;
- Attention to details;
- Organisational, planning and quality management skills;
- Ability to make effective proposals;
- Adaptability.

Position Name: CIS Advisor	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support - Management Level (MSML)
Ref. Number: NI 47	Location: Niamey	Availability: 15 May 2021
Component/Department/Unit: Operations Department/ Interoperability Unit	Security Clearance Level: EU RESTRICTED	Open to Invited Third States: No

1. Reporting Line:

The CIS Advisor reports to the Head of Interoperability Unit.

2. Main Tasks and Responsibilities:

Under Senior CIS Adviser guidance:

- To assess Nigerien Defense and Security Forces (DSF) data and radio-communication networks and support them in planning and deployment ;
- In coordination with Nigerien DSF, create and update an inventory tool for their CIS equipments;
- On this bases, propose a plan to support or replace signal equipment (CIS equipment plan) ;
- To manage CIS equipment data's ciphering: Key management software and key fill software
- To participate in CIS DSF trainings with EU allocated equipment;
- To create radio dedicated training exercises and to participate in the Nigerien Security Forces CIS networks evaluation;
- To propose CIS improvement linked with field realities or other restraints.

3. General Tasks and Responsibilities:

- To establish reliable professional working relationships with Nigerien Defense and Security Forces as well as international CIS partners working in CIS implementation;
- Support the Senior CIS Adviser with the CIS working group works (WG) wich gathers all the DSF CIS leaders;
- Provide technical specifications of deemed necessary communication equipment in view of their procurement;
- To manage the CIS equipment plan: check and control the deliveries, follow the allocations of equipment, be able to give advice -and deliver training when needed- on site, to follow equipment guarantees if necessary;
- To carry out trainings in signal equipment use and maintenance, and prepare course handouts;
- To undertake any other related tasks, as requested by the Line Manager(s).

4. Essential Qualifications and Experience:

- Successful completion of universities studies of at least 3 years attested by a diploma; **OR** a professional qualification which is equivalent to the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor' degree. The qualification should be obtained in the CIS subject or in the CIS electronics or Computer engineers' teams management; **OR** equivalent and attested police or/and military education or training or an award of an equivalent rank **AND**
- After having fulfilled the education requirements, at least 6 years of relevant professional experience in radiocommunications deployment and support;
- Previous experience in cooperation with African security forces or other international deployments in multilateral frameworks (EU, UN, OSCE).

5. Essential Knowledge, Skills and Abilities:

- Extensive knowledge of current HF, VHF, UHF, SATCOM RADIO and phones technologies; Knowledge about the frequency spectrum management;
- Knowledge in antennas assembly;
- Knowledge of data networks, use of routers and switches
- French language skills: minimum level C1 (Proficient User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience:

- Previous experience in an EU Mission;
- Previous experience in African forces (ideally African security forces) training, mentoring or advice in relation with signals, data or radio-communications, ;
- Ability to work with diverse multinational and multidisciplinary teams;
- Good interpersonal skills, ability to engage with senior officials, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect with diversity;
- Willingness to work extra hours when required.

7. Desirable Knowledge, Skills and Abilities:

- Qualification in LINUX operating system and other open sources applications;
- CISCO certification CCNA – CCNP.

Position Name: Project Management Officer	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support – Management Level (MSML)
Ref. Number: NI 79 NI 77*	Location: Niamey	Availability: 15 May 2021
Component/Department/Unit: Operations Department/ Project Cell Unit	Security Clearance Level: EU RESTRICTED	Open to Invited Third States: Yes

1. Reporting Line:

The Project Management Officer reports to the Head of Project Cell.

2. Main Tasks and Responsibilities:

- To assist in project planning and development and co-ordinate the implementation of the Mission's projects;
- To assess project proposals and make recommendations on the feasibility and sustainability of projects;
- To carry out procurement and contracting processes for all mission projects;
- To advise project leaders (within the Mission's operational components) in preparing project documents, such as project proposals, project budgets, notes of understanding, project agreements, etc.;
- To ensure that project proposals are in line with the Mission's programmes and are properly coordinated within the Mission and with external stakeholders;
- To act as the interface between project leaders and various elements of Mission Support;
- To maintain a record of the Mission's project history and ongoing activities;
- To conduct, upon project completion, post-project reporting and evaluation;
- To develop best practices on project management, make training recommendations and record lessons identified/learned;
- To receive, review, analyse, assign, process and track certified requisitions submitted for procurement action.

3. General Tasks and Responsibilities:

- To liaise with the Mission's international partners in close coordination with the Mission's Coordination and Cooperation capability;
- To undertake any other related tasks, as requested by the Line Manager(s).

4. Essential Qualification 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 4 years of professional experience, in the field of planning, implementation and evaluation of projects, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Project management skills;
- Teamwork capabilities;
- 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 project management or other related field;
- Project management training, such as APM, PPM, PRINCE2, or equivalent.

7. Desirable Knowledge, Skills and Abilities:

- Familiarity with the EU Financial Regulations;
- Familiarity with the EU procurements procedures;
- Highly resilient under mental pressure and willingness to work extra hours, when required.

Position Name: FO Team Leader – Mission Security Officer*	Employment Regime: Seconded/Contracted	Post Category for Contracted: Expert Level
Ref. Number: AG 16	Location: Agadez	Availability: 15 May 2021
Component/Department/Unit: Operations Department/ Field Office / DSDD	Security Clearance Level: EU SECRET	Open to Invited Third States: No

1. Reporting Line:

The Team Leader/Mission Security Officer reports to the Senior Mission Security Officer (SMSO).

2. Main Tasks and Responsibilities:

- To advise the Head of Field Office Agadez, Senior Mission Management and other components of the Mission on all security matters that affect the Mission, its assets, personnel and information;
- To manage and supervise the Mission's Security Office of Agadez, including all its operational units and staff as per the relevant Annex of the OPLAN, providing instructions and support;
- To develop professional contacts with national law enforcement agencies, IOs, NGOs and other EU Security Officers in Agadez area, as well as with all other diplomatic representative offices, as available;
- To conduct or direct security reviews of Mission members' personal protective security requirements, transport security and residential and office security, making recommendations, as necessary;
- To alternate with the Mission Security Officer, the availability to deploy 24/7, to give security direction, to instigate follow up action and set priorities that deal effectively with unforeseen/unexpected security events or incidents;
- To work in close cooperation with the Administration and Finance Units in matters related to the purchasing of necessary security related equipment, contracts and services;
- To ensure that all security and communication equipment are kept up-to-date and in a state of operational readiness;
- To provide advice and assistance, and to implement measures related to security matters on all aspects the Mission's work, security and safety implications;
- To be responsible, in line with the SMSO and EU's Field Security Policy and its supporting documents, for the drafting, continued development, implementation and updating of the Mission security plans, including relocation/evacuation as well as an effective warden and movement of personnel system;
- To coordinate the drafting of security policies and procedures, related to security issues (i.e. SOPs and Contingency Plans);
- To be responsible, in line with the SMSO, for the protection of EU classified information (EUCI) within the Mission and thereby ensuring information is handled in accordance with EU rules;
- To produce security inputs to daily SITREPs, WOS, monthly and six monthly reports in line with the SMSO of Niamey and ensure real time reporting from potential trouble spots;
- To be responsible for the supervision of journey management planning for all field visits - providing timely advice and guidance to Mission members, as required;
- To provide comprehensive security induction training to new Mission members, as required;
- To liaise closely with the SMSO and to ensure that regular security drills, communication tests and evacuation exercises are conducted;
- To ensure that the contracted security guard force meets assigned performance standards;
- To monitor and assess the security situation and make security analyses, recommendations, and reports;
- To ensure that personal security advice is given to Mission staff as required;

- To ensure effective system of security reviews in relation to the Mission's property and buildings and recommend changes if necessary;
- To identify staff training needs in security related areas, in line with standards set by the EEAS Security Policy and supporting documents;
- To liaise and maintain close coordination with Security Forces authorities in Agadez; to coordinate the deployment, support, training and daily tasks of the dedicated Nigerian armed security forces protection unit.

3. General Tasks and Responsibilities:

- To take any appropriate measure for an efficient implementation of the afore-mentioned main 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 at the level in the National Qualifications Framework 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, after having fulfilled the education requirements;
- Successful completion of firearms training.

5. Essential Knowledge, Skills and Abilities:

- French language skills: minimum C1 (Proficient User);
- English language skills: minimum B1 (Independent User).

6. Desirable Qualifications and Experience:

- Validated licence for armoured vehicles or Driving licence category C;
- International experience, particularly in crisis areas with multi-national and international organisations;
- Experience in planning and implementing projects.

7. Desirable Knowledge, Skills and Abilities:

- 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;
- Ability to contribute creatively to the development of security policies and procedures;
- Organisational, planning, and time-management skills;
- Knowledge of the Mission area and potential security threats;
- Interpersonal skills, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.