

EUROPEAN EXTERNAL ACTION SERVICE



Annex 1

CALL FOR DEPLOYMENT OF TEN (10) CRTs OR OTHER MEMBER STATE EXPERTS TO SUPPORT THE CPCC-LED PLANNING TEAM FOR THE CSDP MISSION IN LIBYA

Organisation:	CPCC-led Planning Team for the CSDP Mission in Libya			
Job Location:	Brussels and Libya			
Availability:	As indicated below			
Staff Regime:	CRT/MS short term Expert			
Job Titles/ Vacancy notice	Ref.	Name of the post	Location	Available on
		Strategic Expert for Integrated Border Management (1)	Brussels/Libya	25.02.2013
		Senior Expert for Border Policing (1)	Brussels/Libya	25.02.2013
		Senior Expert for Border Guard (1)	Brussels/Libya	25.02.2013
		Senior Expert for Customs (1)	Brussels/Libya	25.02.2013
		Senior Navy / Coast Guard expert (1)	Brussels/Libya	25.02.2013
		Public Budget Expert (1)	Brussels/Libya	25.02.2013
		Finance/Procurement Expert (1)	Brussels/Libya	25.02.2013
		Logistics Expert (1)	Brussels/Libya	25.02.2013
		Human Resources Expert (1)	Brussels/Libya	25.02.2013
		Security Officer (1)	Brussels/Libya	25.02.2013
Deadline for applications:	15 February 2013 COB			
E-mail address to send the Job Application Form/CV:	<u>cpcc.crt@eeas.europa.eu</u>			
Information:	<p>For more information relating to selection and recruitment, please contact the Civilian Planning and Conduct Capability, CPCC,</p> <p>Ms Ulla Bergqvist or Mr Markus Bierschenk Phone: +32 (0)2 584 8596 / +32 (0)2 584 9379 cpcc.crt@eeas.europa.eu</p>			

Seconded Personnel – Only personnel nominations received through official channels from Member States will be considered.

Subject to the outcome of the discussion in RELEX Counsellors Group and the subsequent agreement by PSC on the use of a preparatory measure, CRT members will be financed in

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accordance with the agreed procedures. As a general rule, CRT high risk insurance¹, daily allowances and accommodation costs will be covered by the preparatory measure according to the Council document 7291/09 (10 March 2009). All other personnel-related costs for those CRT will be under the responsibility of the contributing Member State, including salaries, pre-mission medical care, travel expenses to and from the deployment area (including home leave), and allowances other than those paid according to the Council document 7291/09 mentioned above.

Subject to the adoption of the Council Decision on the future Mission Mandate and approval of the relevant Budgetary Impact Statement, the duration of the CRT deployments will be for up to three months until such a time as suitable mission personnel has been recruited for the positions.

Tour of Duty/Contract Period – The CRT experts are expected to start working in Brussels not later than 25 February 2013 for a period of up to three months. Selected personnel should be ready for a temporary deployment to Libya.

The Civilian Planning and Conduct Capability (CPCC) requests that Member States propose candidates for the following international expert position for the Technical Assessment Mission to Libya, according to the requirements and profiles described below:

A. Essential requirements

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

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

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

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

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

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

Physical and mental health – Physically fit and in good health without any physical or mental problems or substance dependency which may impair operational performance in the Mission. To ensure duty of care in a

¹ the Vanbreda's Group insurance facility which is the same policy applicable to all International staff members in the CSDP missions and covers medical care, accidental death & disability benefits amongst other benefits.

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non-benign environment, selected personnel should, in principle, be under the normal age of retirement in EU Member States.

Ability to communicate effectively in English – Mission members must be fully fluent in written and spoken English. Report writing skills are especially needed.

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

Training – Hostile Environment Awareness Training or equivalent (average of 4-5 days hostile environment training) mandatory. A certificate to this effect must be submitted prior to deployment.

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

B. Desired competencies

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

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

Training and experience – Attendance to a Civilian Crisis Management Course or participation in a CSDP Mission (desirable).

C. Compulsory documents for selected candidates

Passport – Applicants must hold a valid passport from the respective national authorities valid for at least 2 years. Seconding Member States can alternatively provide their personnel with a Service Passport or Diplomatic Passport and agree to have them accredited to their embassies or consulates in the area of deployment as appropriate. **Please be aware that there is a practice by Libyan embassies and airlines to reject passports if the passport contains Israeli stamps.**

Visas – Member States must ensure that visas are obtained for entry into the Mission area prior to departure from their home country. It is also essential to obtain any transit visas, which may be required for passage through countries en route to the Mission. Please note that the visa process for Libya is very strict and can only be obtained in the country of origin of the passport.

Security clearance required – The selected candidate must have a security clearance level EU SECRET or equivalent, when deployed. The original certificate of the national security clearance must accompany deployed seconded experts.

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

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

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

D. Additional information on the selection process

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

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

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

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

Information on the outcome – Member States will be informed about the outcome of the selection process after its completion.

E. 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 OPLAN.

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Strategic Expert for Integrated Border Management

Main tasks:

As part of the CPCC-led Planning Team for the civilian CSDP Mission in Libya, and under the supervision of the Head of the Planning Team, the strategic expert for Integrated Border Management expert is to:

- Provide the Head of the Planning Team (PT) or his/her delegate with the necessary expertise in the field of Integrated Border Management (IBM) to support the design of the mission's main courses of action;
- Collect information, analyse and assess local legislative, institutional and administrative IBM aspects, including structures and processes;
- Identify weaknesses and opportunities and prioritize remedies in order to recommend objectives and indicative tasks for the mission;
- Identify and analyze risks to and opportunities for the implementation of the Rule of Law within the IBM domain and evaluate the impact of potential mission activities;
- Analyse the security considerations linked to Libyan travel documents policy and advise on possible improvements through Mission activities;
- Coordinate and liaise with the relevant local authorities, e.g. at the Prime Minister's office, Ministry of Interior, Ministry of Justice, Ministry of Defence, Ministry of Finance (including Customs) and the Ministry of Foreign Affairs and International Cooperation;
- Liaise with the relevant EU and Member States officials as well as with the UN and other GO and NGO active in the region to determine cooperation and coordination requirements and identify possible partners for the implementation of the mission;
- Take part in the Technical Assessment Mission (TAM);
- Contribute to the development of the TAM report and operational planning documents;
- Fulfil any other task delegated by the Head of the PT or his/her delegate;
- If applicable, conduct additional tasks in Libya after the TAM.

Qualifications and experience:

- University Degree in Law, Public or Business Administration or equivalent.
- At least 10 years of relevant professional experience in the field of IBM.
- A minimum of 7 years of proven effective and relevant experience at upper management level including 5 years at strategic level.
- Sound knowledge of border management and the related broader Rule of Law issues; including an understanding of Human Rights, refugees' and internally displaced persons' rights, migration and the criminal justice chain (from police to prison).
- Experience with or understanding of institution building and interagency coordination in a post-crisis context.
- Experience in strategic analyses, planning and reporting as well as a sound understanding of operational implications.
- Experience in dealing with the coordination of public institutions at ministerial level.
- Demonstrated ability to adapt to a team, to work under guidance and fully share team goals.
- Experience gained from international field assignments including civilian CSDP is desirable.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region would be an advantage.
- Ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- High resilience under mental pressure and willingness to work extra hours when required.
- Work experience in the Maghreb region would be an advantage.
- Knowledge of the Arab language or any of the dialects spoken in Libya would be an advantage.

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Senior Expert for Border Policing

Main tasks:

As part of the CPCC-led Planning Team for the civilian CSDP Mission in Libya, and under the supervision of the Head of the Planning Team, the senior expert for border policing is to:

- Provide the Head of the Planning Team (PT) or his/her delegate with the necessary expertise in the field of border policing to support the design of the mission's main courses of action;
- Collect information, analyze and assess local border policing arrangements, including structures, processes and training aspects.
In particular:
 - a) the interministerial and interagencies coordination in the field of border policing regarding border crossing points at the land borders, in sea ports and at airports;
 - b) the immigration policy and its management,
 - c) the management of criminal investigations, especially with regards to organised crime and terrorism,
 - d) the availability of equipment and infrastructure at border crossing points,
 - e) the training needs of border policing at central and local level;
- Identify and analyze risks to and opportunities for the implementation of best border policing practice and evaluate the impact of potential mission activities;
- Coordinate and liaise with the relevant local authorities involved in border policing and the related broader Criminal Justice System (CJS), e.g. institutions of Law Enforcement, Defence, Justice, but also Customs and Immigration services at central as well as at local level;
- Liaise with the relevant EU and Member States officials, as well as with the UN and other GO and NGO active in the region to determine cooperation and coordination requirements and identify possible partners for the implementation of the mission,
- Take part in the Technical Assessment Mission (TAM);
- Contribute to the development of the TAM report and operational planning documents,
- Fulfil any other task delegated by the Head of the PT or his/her delegate;
- If applicable, conduct additional tasks in Libya after the TAM.

Qualifications and experience:

- University Degree in Law, Public or Business Administration or equivalent.
- At least 10 years of relevant professional experience in the field of border policing
- At least 5 years of specific experience in border policing at progressively middle and senior management level.
- Sound knowledge of border management and the related broader Rule of Law issues; including an understanding of Human Rights, refugees' and internally displaced persons' rights, migration and the criminal justice chain (from police to prison).
- Experience with or understanding of institution building and interagency coordination in a post-crisis context.
- Experience in strategic analyses, planning and reporting as well as a sound understanding of operational implications.
- Experience in dealing with the coordination of public institutions at top institutional and local level.
- Experience in identifying training needs and designing training strategies related to IBM.
- Demonstrated ability to adapt to a team, to work under guidance and fully share team goals.
- Experience gained from international field assignment including civilian CSDP is desirable.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region would be an advantage.

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- Ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- High resilience under mental pressure and willingness to work extra hours when required.
- Work experience in the Maghreb region would be an advantage.
- Knowledge of the Arab language or any of the dialects spoken in Libya would be an advantage.

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Senior Expert for Border Guard

Main tasks:

As part of the CPCC-led Planning Team for the civilian CSDP Mission in Libya, and under the supervision of Head of the Planning Team, the senior expert for border guard is to:

- Provide the Head of the Planning Team (PT) or his/her delegate with the necessary expertise in the field of border guard to support the design of the mission's main courses of action;
- Collect information, analyze and assess local border guard arrangements, including structures, processes and training aspects; In particular:
 - a) the interministerial and interagencies coordination in the field of border guard regarding land border surveillance,
 - b) the availability of equipment and infrastructure for land border surveillance,
 - c) the training needs of border guard at central and local level;
- Identify and analyze risks to and opportunities for the implementation of best border guard practise and evaluate the impact of potential mission activities;
- Coordinate and liaise with the relevant local civilian and military authorities involved in border guard, e.g. institutions of Law Enforcement, Defence, Justice, but also Customs and Immigration services at central as well as at local level;
- Liaise with the relevant EU and Member States officials, as well as with the UN and other GO and NGO active in the region to determine possible partners for the implementation of the mission;
- Take part in the Technical Assessment Mission (TAM);
- Contribute to the development of the TAM report and operational planning documents;
- Fulfil any other task delegated by the Head of the PT or his/her delegate;
- If applicable, conduct additional tasks in Libya after the TAM.

Qualifications and experience:

- University Degree in Law, Public or Business Administration or equivalent.
- At least 10 years of relevant professional experience in the field of border guard.
- At least 5 years of specific border guard experience at progressively middle and senior management level.
- Sound knowledge of border management and the related broader Rule of Law issues; including an understanding of Human Rights, refugees' and internally displaced persons' rights, migration and the criminal justice chain (from police to prison).
- Experience with or understanding of institution building and interagency coordination in a post-crisis context.
- Experience in strategic analyses, planning and reporting as well as a sound understanding of operational implications.
- Experience in dealing with the coordination of public institutions at top institutional and local level.
- Experience in identifying training needs and designing training strategies related to IBM.
- Demonstrated ability to adapt to a team, to work under guidance and fully share team goals.
- Experience gained from international field assignment including civilian CSDP is desirable.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region would be an advantage.
- Ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- High resilience under mental pressure and willingness to work extra hours when required.
- Work experience in the Maghreb region would be an advantage.
- Knowledge of the Arab language or any of the dialects spoken in Libya would be an advantage.

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Senior Expert for Customs

Main tasks:

As part of the CPCC-led Planning Team for the civilian CSDP Mission in Libya, and under the supervision of Head of the Planning Team, the senior expert for customs is to:

- Provide the Head of the Planning Team (PT) or his/her delegate with the necessary expertise in the field of customs to support the design of the mission's main courses of action;
- Collect information, analyze and assess local customs arrangements, including structures, processes and training aspects; In particular:
 - a) the interministerial and interagencies coordination in the field of customs,
 - b) the availability of equipment and infrastructure for customs services,
 - c) the training needs of customs services at central and local level;
- Identify and analyze risks to and opportunities for the implementation of best customs practise and evaluate the impact of potential mission activities;
- Coordinate and liaise with the relevant local authorities involved in customs, e.g. institutions of Customs, Law Enforcement, Defence, Justice and Immigration services at central as well as at local level;
- Liaise with the relevant EU and Member States officials, as well as with the UN, the WCO, other GO and NGO active in the region to determine possible partners for the implementation of the mission;
- Take part in the Technical Assessment Mission (TAM);
- Contribute to the development of the TAM report and operational planning documents;
- Fulfil any other task delegated by the Head of the PT or his/her delegate;
- If applicable, conduct additional tasks in Libya after the TAM.

Qualifications and experience:

- University Degree in Law, Public or Business Administration or equivalent.
- At least 10 years of relevant professional experience in the field of border management.
- At least 5 years of specific customs experience at progressively middle and senior management level.
- Sound knowledge of border management and the related broader Rule of Law issues; including an understanding of Human Rights, refugees' and internally displaced persons' rights, migration and the criminal justice chain (from police to prison).
- Experience with or understanding of institution building and interagency coordination in a post-crisis context.
- Experience in strategic analyses, planning and reporting as well as a sound understanding of operational implications.
- Experience in dealing with the coordination of public institutions at top institutional and local level.
- Experience in identifying training needs and designing training strategies related to IBM.
- Demonstrated ability to adapt to a team, to work under guidance and fully share team goals.
- Experience gained from international field assignment including civilian CSDP is desirable.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region would be an advantage.
- Ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- High resilience under mental pressure and willingness to work extra hours when required.
- Work experience in the Maghreb region would be an advantage.
- Knowledge of the Arab language or any of the dialects spoken in Libya would be an advantage.

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Senior Navy / Coast Guard expert

Main tasks:

As part of the CPCC-led Planning Team for the civilian CSDP Mission in Libya, and under the supervision of Head of the Planning Team, the senior navy expert is to:

- Provide the Head of the Planning Team (PT) or his/her delegate with the necessary expertise in the field of maritime border surveillance to support the design of the missions course of action;
- Collect information, analyze and assess local maritime border / coast guard arrangements, including structures, processes and training aspects; In particular:
 - a) the interministerial and interagencies coordination in the field of coast guard issues,
 - b) the availability of equipment and infrastructure for coast guard services,
 - c) the training needs of coast guard services at central and local level;
- Identify and analyze risks to and opportunities for the implementation of best maritime border / coast guard practice and evaluate the impact of potential mission activities;
- Coordinate and liaise with the relevant local civilian and military authorities involved in maritime border policing and the related broader Criminal Justice System (CJS), e.g. institutions of Law Enforcement, Defence, Justice, but also Customs and Immigration services at central as well as at local level;
- Liaise with the relevant EU and Member States officials, as well as with the UN and other GO and NGO active in the region to determine cooperation and coordination requirements and identify possible partners for the implementation of the mission;
- Take part in the Technical Assessment Mission (TAM);
- Contribute to the development of the TAM report and operational planning documents,
- Fulfil any other task delegated by the Head of the PT or his/her delegate;
- If applicable, conduct additional tasks in Libya after the TAM.

Qualifications and experience:

- University Degree in Law, Public or Business Administration or equivalent.
- At least 10 years of relevant professional experience in the field of coast guard.
- At least 5 years of specific maritime border / coast guard experience at progressively middle and senior management level.
- Sound knowledge of border management and the related broader Rule of Law issues; including an understanding of Human Rights, refugees' and internally displaced persons' rights, migration and the criminal justice chain (from police to prison).
- Experience with or understanding of institution building and interagency coordination in a post-crisis context.
- Experience in strategic analyses, planning and reporting as well as a sound understanding of operational implications.
- Experience in dealing with the coordination of public institutions at top institutional and local level.
- Experience in identifying training needs and designing training strategies related to IBM.
- Demonstrated ability to adapt to a team, to work under guidance and fully share team goals.
- Experience gained from international field assignment including civilian CSDP is desirable.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region would be an advantage.
- Ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- High resilience under mental pressure and willingness to work extra hours when required.
- Work experience in the Maghreb region would be an advantage.
- Knowledge of the Arab language or any of the dialects spoken in Libya would be an advantage.

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Public Budget Expert

Main tasks:

As part of the CPCC-led Planning Team for the civilian CSDP Mission in Libya, and under the supervision of the Head of the Planning Team, the public budget expert is to:

- Provide the Head of the Planning Team (PT) or his/her delegate with the necessary expertise in the field of budget planning and procurement for government bodies dealing with border management and related issues to design the best course of civilian CSDP action;
- Collect information, analyze and assess arrangements related to budget planning and procurement for government bodies dealing with border management and related issues, including structures, processes and training aspects;
- Identify weaknesses and opportunities and prioritize remedies in order to recommend objectives and indicative tasks for the mission;
- Coordinate and liaise with the relevant local civilian and military authorities involved in budget and procurement planning for border management related issues, e.g. at the Prime Minister's office, Ministry of Interior, Ministry of Defense, Ministry of Finance (including Customs), institutions of Law Enforcement, Defence, Justice, but also Customs and Immigration services;
- Take part in the Technical Assessment Mission (TAM);
- Contribute to the development of the TAM report and operational planning documents;
- Fulfil any other task delegated by the Head of the PT or his/her delegate;
- If applicable, conduct additional tasks in Libya after the TAM.

Qualifications and experience:

- University Degree in Law, Public or Business Administration or equivalent.
- At least 7 years of relevant professional experience in the field of budget planning and procurement for government bodies dealing with border management and related issues.
- Experience in strategic analyses, planning and reporting as well as a sound understanding of operational considerations.
- Experience in dealing with the coordination of public institutions at ministerial and local level.
- Demonstrated ability to adapt to a team, to work under guidance and fully share team goals.
- Experience gained from international field assignment including civilian CSDP is desirable.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region would be an advantage.
- Ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- High resilience under mental pressure and willingness to work extra hours when required.
- Work experience in the Maghreb region would be an advantage.
- Knowledge of the Arab language or any of the dialects spoken in Libya would be an advantage.

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Finance/ Procurement Expert

Main tasks:

As part of the CPCC-led Planning Team for the civilian CSDP Mission in Libya, and under the supervision of Head of the Planning Team, the finance/procurement expert is to:

- Provide the Head of the Planning Team (PT) or his/her delegate with the necessary expertise in the field of finance and procurement to support the design of the mission's main courses of action;
- Plan and prepare mission financial processes in accordance with EC regulations and best practices;
- Plan and prepare mission procurement processes in accordance with established professional and transparent procurement policies and procedures of EC legislation and regulations;
- Be able to use legally established professional and transparent procurement policies and procedures in accordance with EC legislation and regulations;
- Liaise if necessary with other relevant institutions and organizations acting in the field of Rule of Law and associated procurement legislation;
- Define initial procedures for accounts, payments, claims and other financial functions;
- Prepare first necessary calls for tender and follow-up procedures of the Mission and in the management of service contracts for maintenance of equipment;
- In coordination with Logistics Expert assist in the purchase of equipment for the CSDP Mission in Libya. Contact suppliers, research offers/quotations for procurement to the CSDP Mission in Libya;
- Take part in the Technical Assessment Mission (TAM);
- Contribute to the development of the TAM report and operational planning documents;
- Fulfill any other job related task delegated by the Head of the PT or his/her delegate;
- If applicable, conduct additional tasks in Libya after the TAM.

Qualifications and experience:

- University Degree in Law, Finance, Public or Business Administration or equivalent.
- Minimum of 7 years of effective and extensive operational experience at middle management levels.
- Experience in using legally established professional and transparent procurement policies and procedures in accordance with European Union legislation and regulations.
- Demonstrated ability to adapt to a team, to work under guidance and fully share team goals.
- Experience gained from international field assignment including civilian CSDP is desirable.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region would be an advantage.
- Ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- High resilience under mental pressure and willingness to work extra hours when required.
- Work experience in the Maghreb region would be an advantage.
- Knowledge of the Arab language or any of the dialects spoken in Libya would be an advantage.

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Logistics Expert

Main tasks:

As part of the CPCC-led Planning Team for the civilian CSDP Mission in Libya, and under the supervision of Head of the Planning Team, the logistics expert is to:

- Provide the Head of the Planning Team (PT) or his/her delegate with the necessary expertise in the field of logistics and engineering to support the design of the mission's main courses of action;
- Define the logistics support requirements of the civilian CSDP Mission, incl. transport,
- Coordinate assessments of other General Support Services sectors, inter alia, CIS;
- Plan, analyse, design, program and implement all aspects of logistical needs of the Mission including accommodation and offices in cooperation and coordination with other team members;
- Develop the logistical systems necessary for the Mission, with the adequate logistical support related to computers, vehicles, furniture, telecommunication etc, suitable for the needs of all Mission personnel;
- Establish a Mission transport management system;
- Identify the technical specifications for logistics tenders related to goods and services;
- Participate in the procurement process by evaluating the technical features of the goods and services;
- Provide advice in insuring the necessary distribution of logistical resources (including storage of the equipment). This includes the aspects related to the customs clearance procedures;
- Prepare necessary contracts relating to acquisition and maintenance/services contracts, including rental contracts and insurance issues;
- Establish a management system that includes transparent and objective analysis, coordination and supervision acquisitions, storage, allocation and distribution, consumption and future needs;
- Be responsible for the production of reports concerning logistical issues;
- Proposing/recommending changes and improvements, ensuring accuracy and comprehensive policies and guidelines to the logistics aspects of the mission,
- Take part in the Technical Assessment Mission (TAM);
- Contribute to the development of the TAM report and operational planning documents;
- Fulfil any other job-related task delegated by the Head of the PT or his/her delegate;
- If applicable, conduct additional tasks in Libya after the TAM.

Qualifications and experience:

- University Degree in Logistics, Engineering, Public or Business Administration or equivalent.
- Minimum of 7 years of effective and extensive operational experience at middle management levels.
- Good awareness of different product and services markets and industrial business networks.
- Experience in using legally established professional and transparent procurement policies and procedures in accordance with European Union legislation and regulations.
- Demonstrated ability to adapt to a team, to work under guidance and fully share team goals.
- Experience gained from international field assignment including civilian CSDP is desirable.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region would be an advantage.
- Ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- High resilience under mental pressure and willingness to work extra hours when required.
- Work experience in the Maghreb region would be an advantage.
- Knowledge of the Arab language or any of the dialects spoken in Libya would be an advantage.

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Human Resources Expert

Main tasks:

As part of the CPCC-led Planning Team for the civilian CSDP Mission in Libya, and under the supervision of Head of the Planning Team, the human resources expert is to:

- Provide the Head of the Planning Team (PT) or his/her delegate with the necessary expertise in the field of Human Resources to support the design of the mission's main courses of action;
- Identify the recruitment needs and specify necessary requirements for the posts, prepare the Mission organizational structure;
- Develop Mission job descriptions and deployment plan;
- In coordination with CPCC organise recruitment and selection process of qualified experts for the vacant positions for all international experts through Calls for Contribution;
- Develop mission HR policies and procedures (SOP-s) in line with CSDP best standards, policies and procedures;
- Set up transparent recruitment procedures for national staff;
- Prepare necessary steps for deployment of personnel, develop job descriptions, contracts, letters of appointment;
- Set up a system for all the records related to the personnel in accordance with the EC standards of data protection;
- Set up the system of recording staff members attendance, leaves etc;
- Ensure daily management of the documentation and correspondence concerning the arrivals, deployments, redeployments, extensions and repatriations;
- Contribute to the induction training of Mission staff;
- Handle all special projects related to the personnel issues;
- Establish mission guidelines for transparent and objective performance assessment and evaluation system of staff members;
- Contribute to the development of the TAM report and operational planning documents;
- Fulfil any other job-related task delegated by the Head of the Planning Team or his/her delegate.

Qualifications and experience:

- University degree in Human Resources, Social Sciences or equivalent professional training. A relevant combination of academic qualifications and extensive experience in the area of Human Resource may be considered in lieu of an academic degree.
- A minimum of 7 years of overall relevant professional experience, of which at least 5 years in management and at least 5 years in international administrative and operational aspects of human resources.
- Verified experience in planning and implementing projects.
- Demonstrated ability to adapt to a team, to work under guidance and fully share team goals.
- Experience gained from international field assignment including civilian CSDP is desirable.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region would be an advantage.
- Ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- High resilience under mental pressure and willingness to work extra hours when required.
- Work experience in the Maghreb region would be an advantage.
- Knowledge of the Arab language or any of the dialects spoken in Libya would be an advantage.

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Security Officer (SO)

Main Tasks:

As part of the CPCC-led Planning Team for the civilian CSDP Mission in Libya, and under the supervision of the Head of the Planning Team and in close collaboration with EEAS Security Directorate and CPCC's Missions Security Coordinator and in line with the EUs Policy on the Security of EU staff deployed outside the EU in an operational capacity under Title V of the TEU (Field Security Policy), the SO is to be responsible for:

- Implement security requirements for the civilian CSDP Mission;
- Provide the Head of the Planning Team (PT) or his/her delegate with the necessary expertise in the field of security to support the design of the mission's main courses of action;
- Contribute to the development of operational planning documents;
- Assess the security situation and maintain updated security and contingency plans ensuring that plans for relocation/evacuation to safe havens are current and able to be utilised at short notice;
- Conduct or initiate security surveys of mission member's personal protective security requirements, transport security, residential and office security;
- Ensure that all security and communications equipment is kept up-to-date and in a state of operational readiness;
- Provide briefings to new staff with regard to safety and security issues and ensure that all staff are properly prepared for emergencies;
- Establish liaison as directed and co-operate closely with other international organisations and national law enforcement agencies or other authorities in the member states and third states that the mission might operate alongside;
- Provide comprehensive reports on any incidents affecting mission staff and initiate necessary follow up action with the appropriate authorities;
- Generate and elaborate precise and accurate reports on information received that impacts upon the mission, providing appropriate analyses and assessment of all pertinent information;
- Produce briefings and presentations relating to their sphere of work for the benefit of the mission;
- Provide assistance and appropriate response to mission members in respect of security measures, ensuring that all necessary actions are provided in support of any related situation, particularly in emergency cases;
- Be responsible for in-depth planning and execution of security operations;
- Travel to High Risk areas and conduct security duties;
- Fulfill any other job related task delegated by the Head of the PT or his/her delegate.

Qualifications and Experience

- University Degree in Police Sciences, Military Sciences, Social Sciences, security or related fields (or undergraduate degree along with extensive previous experience in security management) or a graduate from a military/police academy or civilian security organisation with specialised training on field operations, force protection and/or security or a demonstrable experience as a Mission Security Officer in a CSDP Mission or EUSR team, OR equivalent combination of education, training and practical experience, preferably with a substantial part of it in an international organization involved in crisis management.
- In both cases professional experience must demonstrate increasing responsibility at management level in the civilian security field or in the military/police field, in particular with regard to the security/protection of personnel, facilities and assets.
- Minimum of 5 years of progressively responsible professional experience at management level in the

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civilian security sector or in the military/police.

- Successful completion of the EU Mission Security Officer Certification Course (desirable).
- Ability to work in a demanding, deadline-driven environment and to establish and maintain effective working relationships with people of different national and cultural backgrounds.
- International experience of ESDP/CSDP desirable together with experience of multi-national and international organizations/missions.
- Demonstrated ability to contribute creatively to the development of security policies and procedures;
- Trained in basic life support (medical training).
- Excellent organizational, planning and time-management skills.
- Experience in planning and implementing projects.
- Good interpersonal skills, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- Highly resilient under mental pressure and willingness to work extra hours when required.
- Solid knowledge of the Mission area and potential security threats.
- Civilian driving license class B and C mandatory.