

EUROPEAN EXTERNAL ACTION SERVICE



Annex I

1-2013 Call for Contributions for EUBAM Libya

Advertisement for International Seconded/Contracted Staff Members

Organisation:	European Union Border Assistance Mission(EUBAM) in Libya			
Staff Regime:	As indicated below			
Job Location:	Reference	Name of the post	Nr of posts	Available on
	Seconded/Contracted			
Tripoli	LIBSE01	Senior Mission Security Officer (SMSO)	1	07 June 2013
Tripoli	LIBSE02	Deputy Senior Mission Security Officer	1	07 June 2013
Tripoli	LIBSE03, LIBSE04	Mission Security Officer	2	07 June 2013
Tripoli	LIBSE05	Mission Security Analysis Officer	1	07 June 2013
Tripoli	LIBAD03	Human Resources Officer	1	07 June 2013
Tripoli	LIBAD06, LIBAD07	Finance Officer	2	07 June 2013
Tripoli	LIBAD10, LIBAD11	Procurement Officer	2	07 June 2013
Tripoli	LIBAD13	Logistics Officer	1	07 June 2013
Tripoli	LIBAD15	CIS Officer	1	07 June 2013
Tripoli	LIBAD17	Transport Officer	1	07 June 2013
Tripoli	LIBAD19	Medical Adviser/Physician	1	07 June 2013
	Seconded			
Tripoli	LIBHQ03	Assistant to Head of Mission	1	07 June 2013
Tripoli	LIBHQ05	Chief of Staff	1	07 June 2013
Tripoli	LIBHQ06	Reporting Officer	1	07 June 2013
Tripoli	LIBHQ08	Head of Planning and Evaluation Department	1	07 June 2013
Tripoli	LIBHQ09	Planning and Evaluation Officer	1	07 June 2013
Tripoli	LIBHQ11	Project Manager	1	07 June 2013
Tripoli	LIBHQ13	Head of Mission Analytical Capability (HMAC)	1	07 June 2013
Tripoli	LIBHQ17	Political Adviser (POLAD)/Security Sector Reform Adviser	1	07 June 2013

Tripoli	LIBHQ18	Press and Public Information Officer (PPIO)	1	07 June 2013
Tripoli	LIBOP01	Head of Operations	1	07 June 2013
Tripoli	LIBOP03	IBM Staff Officer	1	07 June 2013
Tripoli	LIBOP05	IBM Project Liaison Officer	1	07 June 2013
Tripoli	LIBOP08	Senior IBM Legal Adviser	1	07 June 2013
Tripoli	LIBOP12	Senior Risk Analysis Adviser	1	07 June 2013
Tripoli	LIBOP16	Senior Border Guard Adviser	1	07 June 2013
Tripoli	LIBOP19	Border Guard Training Adviser	1	07 June 2013
Tripoli	LIBOP32	Border Guard Long Range Patrolling Training Team Leader	1	07 June 2013
Tripoli	LIBOP33, LIBOP34	Border Guard Long Range Patrolling Trainer	2	07 June 2013
Tripoli	LIBOP37	Senior Naval Coast Guard Adviser	1	07 June 2013
Tripoli	LIBOP40	Naval Coast Guard Adviser for Training	1	07 June 2013
Tripoli	LIBOP41	Naval Coast Guard Trainer	1	07 June 2013
Tripoli	LIBOP47	Coordinator - Tripoli Airport IBM Pilot Project	1	07 June 2013
Tripoli	LIBOP52	Senior Customs Adviser	1	07 June 2013
Tripoli	LIBOP56	Customs Training Adviser	1	07 June 2013
Brussels	LIBBSE01	Brussels Support Element: Analysis & Reporting Officer	1	07 June 2013
Brussels	LIBBSE02	Brussels Support Element: Human Resources & Administrative Officer	1	07 June 2013
Deadline for applications:	3 May 2013			
E-mail address to send the Job Application Form/CV:	eeas-cpcc-libya@eeas.europa.eu			
Information:	For more information related to selection and recruitment, please contact the Civilian Planning and Conduct Capability, CPCC, Mr Frank Borchers, e-mail: frank.borchers@eeas.europa.eu			

Seconded Personnel –For seconded positions, only personnel nominations received through official channels from Member States will be considered. Member States will bear all personnel-related costs for seconded personnel, including salaries, medical coverage, travel expenses to and from the Mission area (including home leave) and allowances other than those paid according to Council document 7291/09 (10 March 2009).

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

Tour of Duty/Contract Period – Subject to the adoption of the Council Decision about the Mission mandate and approving the appropriate Financial Statement, the duration of the deployment should be of 12 months.

In general and subject to national procedures for secondment, the standard tour of duty/contract period of Mission personnel should be no less than 12 months with the possibility of extension.

The Civilian Planning and Conduct Capability, requests that Member States propose candidates for the following international expert positions for Core Team of experts to support the designated HoM for a CSDP Mission in 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 – Ability 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). Ability to cope with extended separation from family and usual environment.

Availability – Willingness 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 Mission.

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

Ability to communicate effectively in English – Fluency 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.

Driving licence- Possession of a valid -including Mission area-civilian driving licence for motor vehicles (Category B or equivalent). Ability to drive any 4-wheel drive vehicle Category C driving licence is desirable unless mandatory according to some job descriptions.

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

B. Recommendable requirements

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

Knowledge of Maghreb – To have a knowledge of the history, culture, social and political situation of the region.

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

Language skills – Knowledge of Arabic, especially local dialects, will be an asset.

C. Essential documents for selected candidates

Passport – The participants must obtain a passport from the respective national authorities.

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

Security clearance required: The selected candidate will have to be in possession of the necessary level of security clearance (EU Secret, or required level according to the job description) 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 immunisations received. To be vaccinated according to the required immunisations 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.

Driver's licence – Be in possession of a valid – including Mission area – civilian driver's licence for motor vehicles (minimum Category B or equivalent).

D. Additional information on the selection process

The EU strives for improved gender balance in CSDP operations in compliance with UNSCR 1325. CPCC encourages Member/Contributing 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 for interviews, the Member/Contributing State will bear any related costs.

Information on the outcome – Member States and candidates (for contracted personnel) will be informed about the outcome of the selection process after its completion.

Strictly Non- Family mission - This status due to the present risk rating of the mission area. As such, 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 present tour of duty. Consequently, any breach of this rule may lead to disciplinary actions including repatriation request and termination of the tour of duty. Please note that Mission staff members may be accommodated within a compound.

E. Job descriptions

SECONDED-CONTRACTED POSITIONS

Senior Mission Security Officer (LIBSE01)

(1 position)

Duty Station: Tripoli

Security Clearance Level: EU Secret

Post category : Expert

In line with the EU's Policy on the Security of EU staff deployed outside the EU in an operational capacity under Title V of the TEU (Field Security Policy) and under the authority of the Head of Mission (HoM), who remains responsible overall for the security and safety of mission staff, the SMSO is responsible for managing the security and safety of EUBAM's Libya staff deployed to the area of operations through the design and implementation of appropriate security policies and procedures. The SMSO reports to the Head of Mission of EUBAM Libya.

Tasks and responsibilities:

- To advise the Head of Mission, Senior Mission Management and other parts of the Mission on all security matters that affect the mission, its assets, personnel and information. To manage and supervise the EUBAM Libya Mission's Security Office, including all its operational units and staff as per the relevant Annex of the OPLAN, providing instructions and support.
- To provide advice and assistance, and implement measures related to security matters on all aspects the Mission's work have security and safety implications.
- To be responsible, in line with 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 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 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 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 supervise the recruitment of new staff to the Mission Security Office(s).
- To monitor and assess the security situation and make security analyses, recommendations, and reports.

- To ensure personal security advice is given to members of mission staff as required.
- To ensure effective system of security reviews in relation to EUBAM Libya mission's property and buildings and recommend changes if necessary.
- To identify staff training needs in security related areas in cooperation with the training officer(s), in line with standards set by the EEAS Security Policy and supporting documents.
- To develop professional contacts with national law enforcement agencies, IOs, NGOs and other EU Security Officers in the area; as well as 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 DSMSO, be available to deploy 24/7, to give security direction, 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 Finances Offices in matters related to the purchasing of necessary security related equipment, contracts and services.
- To ensure that all security and communication equipment is kept up-to-date and in a state of operational readiness.
- To ensure the policy on security clearances for Mission staff is correctly applied.
- To liaise with the EEAS Security Department and CPCC's-Missions Security Coordinator on all matters foreseen by the EEAS Field Security Policy and supporting documents.
- To undertake any other related tasks as required by the Head of Mission.

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 military/police academy or civilian security organization with specialized training on field operations, force protection and/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 substantial part of it in an international organization involved in crisis management.
- In all 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 10 years of progressively responsible professional experience at management level in the civilian security sector or in the military/police.
- Successful completion of the Mission Security Officer Certification Course (desirable).
- Ability to work in a demanding, deadline-driven environment and to establish and maintain effective working relationships with people of different national and cultural backgrounds.
- International experience of an ESDP/CSDP mission desirable, together with experience of multi-national and international organizations / Missions.
- Demonstrated ability to contribute creatively to the development of security policies and procedures.
- Excellent organizational, planning, and time-management skills.
- Experience in planning and implementing projects.

- Good interpersonal skills, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- Highly resilient under mental pressure and willingness to work extra hours when required.
- Fluency in English (speaking, reading, writing, understanding)
- Solid knowledge of the Mission area and potential security threats.
- Ability to operate Windows and Power Point applications, including Word processing, e-mail, and spreadsheets (Excel).
- Civilian driving license class B and C mandatory.
- Knowledge of Arabic would be an asset.

Deputy Senior Mission Security Officer(LIBSE02)

(1 position)

Duty Station: Tripoli

Security Clearance Level: EU Secret

Post category : Mission Support Staff/Management Level

In line with the EU's Policy on the Security of EU staff deployed outside the EU in an operational capacity under Title V of the TEU (Field Security Policy) and under the authority of the Senior Mission Security Officer (SMSO) of EUBAM Libya, the DSMSO will:

Tasks and responsibilities:

- Assist the Senior Mission Security Officer and replace him / her in his / her absence.
- Be responsible for establishment and implementation of security requirements, recommendations and safety instructions.
- Assist the Senior Mission Security Officer in drafting, continued development, implementation and updating of the Mission security plans.
- Assess the threat level and assist the Senior Mission Security Officer in maintaining and updating the EUBAM Libya Mission Security Plan (MSP), SOP's and contingency plans.
- Ensuring that plans for relocation/evacuation are current and able to be implemented at short notice.
- Ensure that all security equipment is kept up-to-date and in a state of operational readiness.
- Conduct regular security drills, communication tests and evacuation exercises.
- Provide briefings on matters affecting security of mission members and ensure that they are properly prepared for emergencies.
- Liaise and co-operate closely with other international organizations and national law enforcement agencies working in the field for security.
- Provide comprehensive reports on all incidents affecting the mission and mission members, and initiate necessary follow up action with appropriate authorities.
- Ensure the protection of EU classified information.
- Elaborate precise and accurate reports concerning information received which impacts upon the mission and mission members, initiating appropriate analyses and assessments of all pertinent information.
- To work in close cooperation with the Department of Administration in matters related to the purchasing of necessary security related equipment and services.
- Elaborate security situation reports and risks assessments.
- Supervise and give the approval on security matters travel plan;.
- Conduct regular training in-theatre to ensure that all personnel employed by the contracted company in security matters are totally competent in their given role.
- Report and assist the SMSO on the security level and state of alert for the mission staff.
- 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.
- To be responsible for in-depth planning and execution of security operations.
- Travel to High Risk areas and conduct security duties.

- Undertake any other tasks required by the SMSO in support of the objectives of the Mission.

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 military/police academy or civilian security organization with specialized training on field operations, force protection and/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 substantial part of it in an international organization involved in crisis management.;
- In all 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 7 years of progressively responsible professional experience at management level in the civilian security sector in the military/police.
- Successful completion of the EU Mission Security Officer Certification Course (desirable).
- Ability to work in a demanding, deadline-driven environment and to establish and maintain effective working relationships with people of different national and cultural backgrounds.
- International experience of an ESDP/CSDP mission desirable, together with experience of multi-national and international organizations / Missions.
- Demonstrated ability to contribute creatively to the development of security policies and procedures;
- Excellent organizational, planning, and time-management skills.
- Experience in planning and implementing projects.
- Good interpersonal skills, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- Highly resilient under mental pressure and willingness to work extra hours when required.
- Excellent command of English, written and spoken, is a requirement
- Solid knowledge of the Mission area and potential security threats.
- Ability to operate Windows and Power Point applications, including Word processing, e-mail, and spreadsheets (Excel).
- Civilian driving license class B and C mandatory.

Mission Security Officer(LIBSE03,LIBSE04)

(2 positions)

Duty Station: Tripoli.

Security Clearance Level: EU Secret

Post category : Mission Support Staff/Management level

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) and under the authority of the Senior Mission Security Officer (SMSO), the MSO will:

Tasks and responsibilities:

- Implement security requirements for EU-led civilian crisis management operations.
- Assist the SMSO in the development of the Mission Security Plan, and all supporting security and safety instructions and procedures.
- 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.
- Conduct regular security drills, communication tests and evacuation exercises.
- 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-operative 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 to the SMSO 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 presentation relating to their sphere of work for the benefit of the mission.
- Assist in the definition and implementation of the security and safety instructions for the mission (including risk assessment/evacuation/extraction plans), analysing and assessing the threat level and maintain updated security and contingency plans for the relocation/evaluation.
- Report and assist the SMSO on the security level and state of alert for the mission staff.
- 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.
- To be responsible for in-depth planning and execution of security operations.
- Travel to High Risk areas and conduct security duties.
- Undertake any other tasks required by the SMSO in support of the objectives of the Mission.

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 military/police academy or civilian security organization with specialized training on field operations, force protection and/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 substantial part of it in an international organization involved in crisis management.;
- In all 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 civilian security sector in the military/police.
- Successful completion of the EU Mission Security Officer Certification Course (desirable).
- Ability to work in a demanding, deadline-driven environment and to establish and maintain effective working relationships with people of different national and cultural backgrounds.
- International experience of an ESDP/CSDP desirable together with experience of multi-national and international organizations / Missions.
- Demonstrated ability to contribute creatively to the development of security policies and procedures;
- Excellent organizational, planning, and time-management skills.
- Experience in planning and implementing projects.
- Good interpersonal skills, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- Highly resilient under mental pressure and willingness to work extra hours when required.
- Solid knowledge of the Mission area and potential security threats.
- Ability to operate Windows and Power Point applications, including Word processing, e-mail, and spreadsheets (Excel).
- Civilian driving license class B and C mandatory.
- Fluency in English (speaking, reading, writing, understanding).

Mission Security Analysis Officer(LIBSE05)

(1 position)

Duty Station: Tripoli.

Security Clearance Level: EU Secret

Post category : Mission Support Staff/Management level

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) and under the authority of the Senior Mission Security Officer (SMSO), the MSO will:

Tasks and responsibilities:

- Implement security requirements for EU-led civilian crisis management operations.
- Assist the SMSO/DSMSO in the development of the Mission Security Plan, and all supporting security and safety instructions and procedures.
- Assess the security situation and analyse all relevant information.
- Generate and elaborate precise and accurate reports on information received that impacts upon the mission, providing appropriate analyses and assessment of all pertinent information.
- To produce incident based security and travel advisories.
- To prepare, analyse and distribute daily, weekly, monthly working papers.
- To prepare security incident background papers.
- To produce long term assessments, forecasts of the upcoming security situation.
- To assist the SMSO in maintaining continuity of security information analysis efforts.
- To gather comprehensive information about events or actions that may affect the safety and security of EUBAM Libya staff and assets within the mission area.
- To conduct risk analysis and threat assessments regarding security developments in the area of operations.
- To conduct interviews and threat/risk assessments on persons/assets.
- To provide briefings to new staff members on the mission wide security situation.
- To ensure the quick dissemination of security related information.
- To assist and support the Information Security Officer in the management of EUCI and to act on his behalf in his/her absence.
- 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.
- 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-operative 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 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.
- Undertake any other tasks required by the SMSO/DSMSO in support of the objectives of the Mission.

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 military/police academy or civilian security organization with specialized training on field operations, force protection and/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 substantial part of it in an international organization involved in crisis management.
- In all 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.
- At least 5 years of experience in security information analysis in a civilian security sector or in the military/police.
- Ability and experience in collecting, assessing, analysing and reporting data related to security.
- Excellent analytical skills.
- Successful completion of the EU Mission Security Officer Certification Course (desirable).
- Ability to work in a demanding, deadline-driven environment and to establish and maintain effective working relationships with people of different national and cultural backgrounds.
- International experience of an ESDP/CSDP desirable together with experience of multi-national and international organizations / Missions.
- Demonstrated ability to contribute creatively to the development of security policies and procedures.
- Excellent organizational, planning, and time-management skills.
- Experience in planning and implementing projects.
- Good interpersonal skills, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- Highly resilient under mental pressure and willingness to work extra hours when required.
- Fluency in English (speaking, reading, writing, understanding).
- Solid knowledge of the Mission area and potential security threats.
- Ability to operate Windows and Power Point applications, including Word processing, e-mail, and spreadsheets (Excel).
- Knowledge of Arabic is desirable.
- Civilian driving license class B and C mandatory.

Human Resources Officer(LIBAD03)

(1 position)

Duty Station: Tripoli.

Security Clearance Level: EU Restricted

Post category : Mission Support Staff/Management level

He/she reports to the Head of Mission Support Department (HMSD).

Tasks and responsibilities:

- He/she is the primary advisor to the HMSD providing necessary expertise in the field of Human Resources to support support the mission conduct
- To identify the recruitment needs and specify necessary requirements for the posts, prepare the Mission organizational structure;
- To 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;
- To develop mission HR policies and procedures (SOP-s) in line with CSDP best standards,policies and procedures;
- To set up transparent recruitment procedures for national staff;
- To prepare necessary steps for deployment of personnel, develop job descriptions,contracts, letters of appointment;
- To set up a system for all the records related to the personnel in accordance with the EC standards of data protection;
- To set up the system of recording staff members attendance, leaves etc;
- To ensure daily management of the documentation and correspondence concerning the arrivals,deployments, redeployments,extensions and repatriations;
- To establish mission guidelines for transparent and objective performance assessment and evaluation system of staff members;
- To contribute to the development of the operational planning documents;
- To contribute to the development and periodic review of relevant mission Standard Operating Procedures (SOPs).
- To contribute to mission external reporting as required.
- To contribute to the induction training of new mission personnel as required.
- Contribute to identify and report lessons and best practices within his/her respective fields of responsibility.
- To fulfill any other job- related tasks as required by the HMSD.

Qualifications and experience:

- Bachelor in Human Resources, Social Sciences or relevant area.
- A minimum of 7 years of overall relevant professional experience, of which at least 5 years in international administrative and operational aspects of human resources.

- 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.
- 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
- Past work experience in Maghreb is desirable.
- Excellent level of written and spoken English.
- Knowledge of Arabic would be an asset.

Finance Officer(LIBAD06,LIBAD07)

(2 positions)

Duty Station: Tripoli.

Security Clearance Level: EU Restricted

Post category : Mission Support Staff/Management level

He/she reports to the Head of Mission Support Department (HMSD).

Tasks and responsibilities:

- He/she is the primary advisor to the HMSD providing necessary expertise in the field of Finance to support support the mission conduct.
- To process invoices for payments ensuring that the expenses are eligible and correctly procured.
- To handle the monthly payments to the Mission Members.
- To prepare and follow up the payments considering different payment procedures and to maintain the petty cash.
- To follow up bank statements with different bank accounts.
- To administer the account system, enter and maintain the financial data and records, both on paper and electronically in line with good and sound financial management.
- To provide data for financial reports and to prepare monthly reports.
- To assist in the establishment and implementation of financial accounting systems and procedures for the Mission according to European Financial Regulations and the internal guidelines created for the Mission.
- To assist in the preparation of the Mission core budget in close co-operation with the mission operational sections and the relevant administration units.
- To evaluate current systems and make recommendations to ensure efficient management of Mission funds.
- To maintain any financial control as appropriate and as asked by Head of Mission Support Department.
- To contribute to the development and periodic review of relevant mission Standard Operating Procedures (SOPs).
- Contribute to mission internal external reporting as required.
- Contribute to the induction training of new mission personnel as required.
- Contribute to identify and report lessons and best practices within his/her respective fields of responsibility.
- To fulfill any other job- related tasks as required by the HMSD.

Qualifications and experience:

- Bachelor or degree in Economics, Law, Finance or Accounting.
- Minimum of 7 years of work experience in finance and accounting.
- Decision-making and communications skills at middle management levels required.
- Ability to prioritize and manage a high workload expeditiously. Ability to work as a team member.
- Excellent analytical, research and problem-solving skills.

- Excellent level of written and spoken English.
- Ability to operate Windows and Power Point applications, including Word processing and e-mail and in special extremely confident with spreadsheets (Excel), or PC based financial systems.
- 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.
- Past work experience in Maghreb is desirable.
- Knowledge of Arabic would be an asset.

Procurement Officer(LIBAD10, LIBAD11)

(2 positions)

Duty Station: Tripoli.

Security Clearance Level: EU Restricted

Post category : Mission Support Staff/Management level

He/she reports to the Head of Mission Support Department (HMSD).

Tasks and responsibilities:

- He/she is the primary advisor to the HMSD providing necessary expertise in the field of Procurement to support the mission conduct.
- To 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 established professional procurement policies and procedures in accordance with EC legislation and regulations.
- To liaise with other relevant institutions and organizations acting in the field of Rule of Law and associated procurement legislation.
- To 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 CSDP Mission in Libya.
- Contribute to the development of the operational planning documents.
- To contribute to the development and periodic review of relevant mission Standard Operating Procedures (SOPs).
- Contribute to mission internal and external reporting as required.
- Contribute to the induction training of new mission personnel as required.
- Contribute to identify and report lessons and best practices within his/her respective fields of responsibility.
- Undertake any other job- related tasks as required by the HMSD.

Qualifications and experience:

- Bachelor in Law, Public or Business Administration or equivalent.
- Minimum of 5 years of effective and extensive operational experience at middle management levels.
- Experience in using 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.

- 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.
- Past work experience in Maghreb is desirable.
- Excellent level of written and spoken English.
- Knowledge of Arabic would be an asset.

Logistics Officer (LIBAD13)

(1 position)

Duty Station: Tripoli

Security Clearance Level: EU Restricted

Post category: Mission Support Staff/Management level

He/she reports to the Head of Mission Support Department (HMSD).

Tasks and responsibilities:

- He/she is the primary adviser to the Head of Mission Support Department (HMSD), providing necessary expertise in the field of Logistics to support the mission conduct.
- To define the logistics support requirements of a civilian crisis management operation, incl. transport.
- To coordinate assessments of other Mission Support Service units, inter alia, CIS and medical support.
- To plan, analyze, design, program and implement all aspects of logistical needs of the Mission including accommodation and offices in cooperation and coordination with other team members.
- To 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.
- To identify the technical specifications for logistics tenders related to goods and services.
- To participate in the procurement process by evaluating the technical features of the goods and services.
- To advise in ensuring the necessary distribution of logistical resources (including storage of the equipment). This includes the aspects related to the customs clearance procedures.
- To prepare necessary contracts relating to acquisition and maintenance/services contracts, including rental contracts and insurance issues.
- To establish a management system that includes transparent and objective analysis, coordination and supervision acquisitions, storage, allocation and distribution, consumption and future needs.
- To propose/recommend changes and improvements, ensuring accuracy and comprehensive policies and guidelines to the logistics aspects of the mission.
- To contribute to the development and periodic review of relevant mission Standard Operating Procedures (SOPs).
- Contribute to mission external and internal reporting as required.
- Contribute to the induction training of new mission personnel as required.
- Contribute to identify and report lessons and best practices within his/her respective fields of responsibility.
- To fulfill any other job- related tasks as required by the HMSD.

Qualifications and experience:

- Bachelor 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 established professional 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.
- 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.
- Past work experience in Maghreb is desirable.
- Excellent level of written and spoken English.
- Knowledge of Arabic would be an asset.

CIS Officer(LIBAD15)

(1 position)

Duty Station: Tripoli

Security Clearance Level: EU Secret

Post category : Mission Support Staff/Management level

He/she reports to the Head of Mission Support Department (HMSD) with the exception of issues related to Information Security Management which are under the authority of the SMSO.

Tasks and responsibilities:

- He/she is the primary adviser to the HMSD providing necessary expertise in the field of Communication and Information Systems (CIS) to support the mission conduct.
- To assist and advise the chain of command on all CIS issues.
- To produce clear and concise reports concerning CIS issues recommending improvements.
- To establish necessary technical liaison and coordination with other international organizations in the mission area.
- To establish and maintain CIS and communications networks in support of the mission..
- To install specific available telecommunication systems or software and/or equipment as required equipments required.
- To maintain all Server, workstation, network and communications systems in use in the Mission with an emphasis on preventive maintenance.
- To monitor the Mission network, update daily its security, save data for backup solution, report and advise against any close source network commercial solution.
- To implement Information Security policy in the Mission.
- Ensure the information security (incl. Crypto Custodian) of the Mission, according to Council Security regulations in close cooperation of the Senior Mission Security officer.
- To identify, establish and maintain a secure radio, computer, satellite and telephone communications system in support of the mission.
- To coordinate the number, technical specifications and location of the telecommunications equipment required for the personnel to perform their duties.
- To establish, propose and monitor the efficiency of Standard Operating Procedures/Internal Guidelines containing policies and directives relating to all communication issues.
- To prepare in co-ordination with the Security officer contingency plans.
- To provide a communications and network plan for the mission, taking into consideration possible local licensing and contract legislation, in conjunction with the administrative, logistical and operational requirements of the mission.
- To develop and maintain Mission's software applications as well as complex databases.
- To define and forward as appropriate the requirements for goods and/or services for its area of responsibility and to supervise their satisfaction.
- To contribute to the development and periodic review of relevant mission Standard Operating Procedures (SOPs).

- Contribute to mission internal and external reporting as required.
- Contribute to the induction training of new mission personnel as required.
- Contribute to identify and report lessons and best practices within his/her respective fields of responsibility.
- To fulfil any other job- related tasks as required by the HMSD

Qualifications and experience:

- Bachelor in computer science/communications or Technical Specialisation in Communications, Computer and Information Systems or equivalent combination of education, training and practical experience, with special interest in network technologies.
- A minimum of 7 years of experience in information and communication technology management.
- International experience, particularly in crisis areas with international organisations (desirable).
- Ability to draft policies and procedures for the use and management of computers systems and networks.
- Knowledge of hardware specifications and performances.
- Install, manage and configure servers, workstations, firewalls and other network equipment.
- Sound knowledge and experience with regard to information and communications (VHF, UHF, HF, Satellite, GSM), as well as software.
- Knowledge of networks protocols, Local Area Networks (LAN), Wide Area Networks (WAN), TCP/IP, including installation, administration and management.
- Ability to install, manage and configure software:
 - . Backup systems and software
 - . Operating systems: Windows 2003 server, Windows XP
 - . Office software: Microsoft Office
 - . Microsoft Exchange
- 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.
- Past work experience in Maghreb is desirable.
- Excellent level of written and spoken English.
- Knowledge of Arabic would be an asset.

Transport Officer (LIBAD 17)

(1 position)

Duty Station: Tripoli.

Security Clearance Level: EU Restricted

Post category : Mission Support Staff/Management level

He/she reports to the Head of Mission Support Department (HMSD)

Tasks and responsibilities:

- He/she is the primary adviser to the HMSD providing necessary expertise in the transport and vehicle maintenance
- To be responsible for the motor transport capability, the provision and management of a vehicle fleet of the Mission.
- To manage the outsourced vehicle maintenance workshops including technical assessment of the workshop, preparing contracts and ensuring quality control of repairs and maintenance and safety condition of the vehicles. To act as point of contact to the workshops.
- To monitor the overall performance of workshop ensuring the appropriate maintenance of individual types based on the age and technical performance of each make/model.
- To identify and monitor the requirement for tools / special equipment necessary for the efficient production.
- To propose withdrawal of vehicles from service, if they are not considered to be roadworthy.
- To conduct accident damage assessments, process vehicle accident reports and participate in Boards of Inquiry and raising Damage Discrepancy Reports as required.
- To prepare reports and make recommendations as necessary on various transport matters within his area of competence.
- To devise and conduct a mission driving orientation briefing to ensure that all mission staff members are adequately familiarized on the road and traffic conditions pertaining to the mission area.
- To devise and conduct practical driving tests in order to ensure that successful candidates are capable of safely driving the mission vehicle for which they are licensed in accordance with all road traffic, rules and regulations, both local and EU, applicable in the mission area.
- Undertake other job-related tasks as requested by the Head of Mission Support department.

Qualifications and experience:

- Bachelor in Transport, Logistics, Engineering, Administration or equivalent combination of education, training and practical experience.
- To have a minimum of 7 years of professional experience.
- Driving training qualification and/or advanced driving experience is required.
- International experience, particularly in crisis areas with multi-national and international organizations (desirable).

- High resilience under mental pressure and willingness to work extra hours when required
- Past work experience in Maghreb is desirable.
- Excellent level of written and spoken English.
- Knowledge of Arabic would be an asset.

Medical Adviser/Physician (LIBAD19)

(1 position)

Duty Station: Tripoli.

Security Clearance Level: EU Secret

Post category: Mission Support Staff/Management level

Medical Adviser/Physician is reporting to the Head of Mission Support Department (HMSD)

Tasks and responsibilities:

- To be the primary practitioner for all Mission staff
- To manage the daily clinical duties (24/7 hours) even in case of critical injuries or severe emergency cases.
- To manage the Mission armored ambulance services
- To direct the Mission's Nurse
- To assist and advise the Head of Mission Support on health and medical matters.
- To coordinate evacuation and health related emergency issues.
- To draft all internal instructions and standard medical operation procedures.
- To plan, analyze, design and implement all the aspects of an update Emergency Medical Contingency Plan with other units in coordination with other organizations in the theatre.
- To organize training exercises and medical emergency assistance for all the emergency included mass causality cases and all the other issues related to repatriation and further treatment.
- To monitor the quality of the medical services provided by third parties, including diagnosis and treatment
- To assess on regular basis existing in and outpatient medical treatment facilities and verify the update of the referral system.
- To perform medical briefings and first aid training for the mission members, both internationals and nationals.
- To explore options for joint procurement and warehousing of medical equipment and supplies according to the EU guidelines for CDSP missions.
- To gather all the information related to security and health insurance including all the necessary administrative procedure.
- To support advice and coordinate the other departments of the Mission.
- To create databank to monitor incurrence of epidemics creating detailed statistics and reports in order to implement vaccination campaign.
- To negotiate and provide agreements with medical board, International Agencies on behalf of the HOM on medical matters.
- Develop job descriptions and participate in selection procedures for national health liaison officers and/or other staff.
- To monitor epidemiological situation in the operational area, promoting preventive recommendation and specific hygienic measures.
- To undertake any other tasks as required by the HMSD.

Qualifications and experience:

- University degree in Medicine (EU recognized), and after having obtained the university degree at least 10 years of relevant and proven full-time professional experience as a medical practitioner out of which at least 5 years at management level.
- Experience in emergency care unit and/or in MEDEVAC and Flight Medical Rescue.
- International. experience, particularly in crisis areas with multi-national and international organisations.
- Advanced computer skills with good knowledge of MS Office (Word, Excel, Power Point) and Adobe.
- Excellent drafting, reporting and presentation skills.
- Absolute discretion, reliability and trustworthiness.
- Past work experience in Maghreb is desirable.
- Excellent level of written and spoken English.
- Knowledge of Arabic would be an asset.

SECONDED POSITIONS

Assistant to Head of Mission (LIBHQ03)

(1 post)

Duty Station: Tripoli.

Security Clearance Level: EU Secret

He/she reports to the HoM.

Tasks and responsibilities:

- To assist the HOM/DHoM in their daily work.
- Ensure continuity of service within the HOM Office.
- Follow current issues in liaison with the Chief of Staff.
- Prepare syntheses of the HOM/ files and makes recommendations for required actions.
- Take minutes at meetings and conferences, as well as prepares draft reports, documents, speeches, etc. for the HOM.
- Draft memos, letters, faxes and other requested documents, maintain filing systems and performs administrative and secretarial duties when required.
- Review outgoing correspondence before HOM/DHoM's signature.
- Organize and monitor the system of week-end duties.
- Act as visitors' officer, i.e. act as point of contact for official visiting delegations and organizes programs and agendas of visits to EUBAM
- Liaise with Mission staff and others outside the Mission to support HOM/DHoM activities as required.
- Undertake any other job-related tasks as requested by DHoM or the Chief of Staff on behalf of the HoM or DHoM.

Qualifications and Experience:

- University degree at Bachelor's level in political or international affairs, economics, social sciences or equivalent training and experience from the police and/or military.
- A minimum of 5 years of working experience in a relevant field of work.
- Professional experience from a crisis management or peace-keeping mission would be an asset.
- Strong communications skills; ability to express ideas and concepts clearly and concisely in written and oral form.
- Excellent drafting, time and resource management, interpersonal and good computing skills.
- Knowledge of administrative rules and regulations relevant to the European Commission and EEAS-administered missions.
- Knowledge and experience in diplomatic protocol issues
- Very good knowledge of the structure of CSDP and decision making processes.
- Ability to work independently and harmoniously with colleagues and as part of a team.

- Ability to work methodically, accurately and with attention to details as well as to tight deadlines; and, is used to work on a multitude of activities at the same time with limited supervision; and.
- Excellent English (written and spoken).
- High resilience under mental pressure and willingness to work extra hours when required.
- Knowledge of the region's history, culture and politics is desirable
- Knowledge of Arabic would be an asset.

Chief of Staff (CoS)(LIBHQ05)

(1 position)

Duty Station: Tripoli

Security clearance level: EU Secret

Reporting line and substitutions:

- He/she reports to the Head of Mission (HoM).
- In case of absence or impediment, he/she is deputized by the Head of Planning and Evaluation Department.

Tasks and responsibilities:

- On behalf of the HoM, to exercise the day-to-day coordination of the Mission Headquarters (MHQs) Staff, which includes the Planning and Evaluation Department (PED), the Mission Analytical Capability (MAC), the Security Department, the Political Department, the Public Information Department, the Legal Department and the Mission Support Department (MSD).
- To supervise the CoS Office.
- To ensure that all mission activities are consistently planned, supported and executed according to HoM's directions.
- To supervise the production and periodic review of the Mission Implementation Plan (MIP), and to keep track of mission benchmarking.
- To coordinate the functional branches of the MHQs to ensure that all aspects are globally considered when preparing for HoM's decision-making and when analysing the internal reporting of mission activities.
- To ensure that the MHQs Staff are periodically updated on mission implementation progress as well as on the political and security situation of the mission area.
- To ensure that all mission Standard Operating Procedures (SOPs) are properly developed, implemented and periodically reviewed by the relevant mission personnel.
- To ensure that liaison and coordination are maintained with the EU Delegation in Tripoli, the representatives of EU Member States and Third Contributing States in Libya.
- To ensure that liaison and cooperation are maintained with the Libyan authorities as well as with UNSMIL, AU, and other international stakeholders.
- To ensure that liaison and collaboration are maintained with non-Governmental Organizations, when relevant.
- To co-ordinate all contributions to the mission's external reporting.
- To ensure that all mission members contribute to identify and report lessons and best practices within their respective fields of responsibility.
- To assume any other responsibilities delegated to him/her by the HoM.

Qualifications and Experience:

- University degree in Management or other equivalent academic training relevant to the post.
- At least 10 years of experience at progressively senior management level.
- Excellent organizational and coordinating skills. Able to work proactively whilst adhering to the goals of the team he/she leads, and to report efficiently both orally and in writing, while taking into account possible new guidance as situations evolve.
- Ability to establish priorities, to plan and to exercise control over the conduct of activities.
- Excellent interpersonal and communications skills.
- Ability to mentor and motivate staff, to review and edit the work of others.
- Good understanding of the European Institutions and the EU Crisis Management.
- International experience, particularly in crisis or post-conflict areas with multinational and/or international organizations, ideally in a operational management capacity.
- Knowledge of the region's history, culture and politics is desirable
- Past work experience in Africa is desirable.
- Excellent level of written and spoken English.
- Knowledge of Arabic would be an asset.

Reporting Officer (LIBHQ06)

(1 position)

Duty Station: Tripoli

Security clearance level: EU Secret

He/she reports to the Chief of Staff.

Tasks and responsibilities:

- To gather and analyze information from across the Mission area of responsibility, from HQ Departments, Operational components and open sources, in order to maintain up-to-date knowledge of the situation
- Drafts the Mission's reports for EU institutions in Brussels and Member State capitals, working to tight deadlines and guidelines
- Delivers regular presentations and briefings to Mission staff, diplomatic community in Tripoli and external visitors up to Ministerial level.
- Identifies informational needs and contributes to the planning of information gathering.
- Manages large amounts of information: checking, compiling and analyzing reports received
- Maintains working relationships with and across the Mission's departments and units to ensure effective information flow
- Undertakes any other work related tasks required by the Chief of Staff.

Qualifications and experience:

- University degree, or equivalent experience, in a relevant field.
- Minimum 5 years professional experience from similar assignments.
- Proven analytical capacity, political awareness and judgment
- Excellent interpersonal, communication and drafting skills, self-driven and ability to work in a methodical manner.
- High level of computer literacy.
- Knowledge of the region's history, culture and politics.
- Past work experience in Maghreb is desirable.
- Excellent level of written and spoken English.
- Knowledge of Arabic would be an asset.

Head of Planning and Evaluation Department (HPED) (LIBHQ08)

(1 position)

Duty Station: Tripoli

Security clearance level: EU Secret

Reporting line and substitutions:

- He/she reports to the Head of Mission (HoM) in coordination of Chief of Staff.
- He/she deputizes the Chief of Staff (CoS) during his/her absence or in case of impediment.

Tasks and responsibilities:

- To operate under the day-to-day MHQs Staff coordination authority exercised by Chief of Staff (CoS), on behalf of the HoM
- To supervise, coordinate, and manage the Planning and Evaluation Department (PED), thus being the primary adviser to the HoM within the remit of his/her functional competences and responsibilities.
- To help ensuring that mission operational activities are consistently planned according to HoM's directions. To this effect, he/she is responsible to develop and periodically review the Mission Implementation Plan (MIP) in coordination with other relevant organizational units.
- To ensure that mission operational activities are executed according to the MIP. To this effect, he/she is responsible to monitor and report on the state of play of mandate implementation, including through benchmarking, analysis and evaluation.
- To co-ordinate the mission's "project capability" aimed at providing minor infrastructural works, equipment and/or services necessary to address immediate small scale requirements in support of mandate implementation, in close cooperation with the Head of Operation and his/her staff.
- To report to the mission management on the outputs and outcomes of PED activities, and to contribute to mission external reporting as required.
- To ensure that mission personnel is periodically updated on the progress of mission implementation.
- To contribute to the development and periodic review of relevant mission Standard Operating Procedures (SOPs).
- To contribute to the induction training of new mission personnel as required.
- To ensure that the PED contributes to identify and report lessons and best practices within its respective field of responsibility.
- To undertake any other tasks assigned by the COS.

Qualifications and experience:

- A level of education that corresponds to completed university studies attested by a diploma or successful completion of equivalent academic studies in Police Management,

- Political Sciences, International Relations, Diplomacy, Social Sciences or Public Administration, when the normal duration of university education is at least 4 years.
- At least 7 years of relevant and proven professional experience in the field of border management after having completed his/her studies, including at least 5 years at senior management level progressively.
 - Familiarity with the Logical Framework and other planning techniques/tools.
 - Knowledge of the European Institutions and of the EU Crisis Management mechanisms.
 - Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region.
 - International experience, particularly in crisis or post-conflict areas. Familiarity with diplomatic protocol.
 - Previous experience in a managerial position of a crisis management mission is desirable.
 - Having successfully attended crisis management related courses for senior staff is desirable.
 - Experience in strategic analyses, planning and reporting as well as a sound understanding of strategic and operational considerations.
 - Experience in dealing with the coordination of public institutions at ministerial level and top institution management levels.
 - Excellent interpersonal and communication skills.
 - Excellent managerial skills.
 - Excellent negotiating skills.
 - Knowledge of the region's history, culture and politics is desirable
 - Past work experience in Maghreb is desirable.
 - Excellent level of written and spoken English.
 - Knowledge of Arabic would be an asset.

Planning and Evaluation Officer (LIBHQ09)

(1 position)

Duty Station: Tripoli

Security clearance level: EU Secret

He/she reports to the Head of Planning and Evaluation Department (HPED).

Tasks and responsibilities:

- To ensure that mission operational activities are consistently planned according to HoM's directions. To this effect, he/she contributes to develop and periodically review the Mission Implementation Plan (MIP) in coordination with other relevant organizational units.
- To help ensuring that mission operational activities are executed according to the MIP. To this effect, he/she monitors and reports on the state of play of mandate implementation, including through benchmarking, analysis and evaluation.
- To contribute to report on the outputs and outcomes of PED activities as required.
- To contribute to ensure that mission personnel is periodically updated on the progress of mission implementation.
- To contribute to the development and periodic review of relevant mission Standard Operating Procedures (SOPs).
- To contribute to the induction training of new mission personnel as required.
- To contribute to identify and report lessons and best practices within its respective field of responsibility.
- To undertake any other tasks assigned by the HPED.

Qualifications and experience:

- A level of education that corresponds to completed university studies attested by a diploma or successful completion of equivalent academic studies in Police Management, Political Sciences, International Relations, Diplomacy, Social Sciences or Public Administration, when the normal duration of university education is at least 4 years.
- At least 5 years of relevant and proven professional experience in the field of border management after having completed his/her studies, including at least 3 years at senior management level progressively.
- Familiarity with the Logical Framework and other planning techniques/tools.
- Knowledge of the European Institutions and of the EU Crisis Management mechanisms.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region.
- International experience, particularly in crisis or post-conflict areas.
- Previous experience in a crisis management mission is desirable.
- Having successfully attended crisis management related courses for senior staff is desirable.
- Experience in strategic analyses, planning and reporting as well as a sound understanding of strategic and operational considerations.
- Experience in dealing with the coordination of public institutions at ministerial level and top institution management levels.

- Excellent interpersonal and communication skills.
- Excellent negotiating skills.
- Knowledge of the region's history, culture and politics is desirable
- Past work experience in Maghreb is desirable.
- Excellent level of written and spoken English.
- Knowledge of Arabic would be an asset.

Project Manager(LIBHQ11)

(1 position)

Duty Station: Tripoli

Security clearance level: EU Confidential

He/she reports to the Head of Planning and Evaluation Department (HPED).

Tasks and responsibilities:

- To co-ordinate the activities of the mission's "project capability" aimed at providing minor infrastructural works, equipment and/or services, financed through the mission budget, necessary to address immediate small scale requirements in support of mandate implementation.
- In close cooperation with the Operations Department to identify, plan and implement mission "projects" consistent with and complementary to the operational requirements of mandate implementation. To this end, he/she will coordinate with the planning, legal advice and administrative services (financial resources and procurement).
- To evaluate the impact of mission "projects" through dedicated reporting produced by the relevant mission organizational units involved.
- To contribute to develop and periodically review the Mission Implementation Plan (MIP) in coordination with other relevant organizational units.
- To contribute to monitor and report on the state of play of mandate implementation, including through benchmarking, analysis and evaluation.
- To contribute to report on the outputs and outcomes of PED activities as required.
- To contribute to ensure that mission personnel is periodically updated on the progress of mission implementation.
- To contribute to the development and periodic review of relevant mission Standard Operating Procedures (SOPs).
- To contribute to the induction training of new mission personnel as required.
- To contribute to identify and report lessons and best practices within its respective field of responsibility.
- To undertake any other tasks assigned by the HPED.

Qualifications and experience:

- A level of education that corresponds to completed university studies attested by a diploma or successful completion of equivalent academic studies in Police Management, Political Sciences, International Relations, Diplomacy, Social Sciences or Public Administration, when the normal duration of university education is at least 4 years.
- At least 7 years of relevant and proven professional experience in project management, including at least 3 years at senior management level progressively.
- Familiarity with the Project Management Cycle and other relevant techniques/tools.
- Knowledge of the European Institutions and of the EU Crisis Management mechanisms.
- Knowledge and previous experience from EC Development Cooperation activities is highly desirable.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region.
- International experience, particularly in crisis or post-conflict areas. Familiarity with

- diplomatic protocol.
- Previous experience in a crisis management mission is desirable.
 - Having successfully attended crisis management related courses for senior staff is desirable.
 - Experience in strategic analyses, planning and reporting as well as a sound understanding of strategic and operational considerations.
 - Experience in dealing with the coordination of public institutions at ministerial level and top institution management levels.
 - Excellent interpersonal and communication skills.
 - Excellent negotiating skills.
 - Knowledge of the region's history, culture and politics is desirable.
 - Past work experience in Maghreb is desirable.
 - Excellent level of written and spoken English.
 - Knowledge of Arabic would be an asset.

Head of Mission Analytical Capability (HMAC) (LIBHQ13)

(1 position)

Duty Station: Tripoli

Security clearance level: EU Secret

Reporting line and substitutions:

- He/she reports to the Head of Mission (HoM).
- He/she operates under the day-to-day MHQs Staff coordination authority exercised by Chief of Staff (CoS), on behalf of the HoM.
- In case of absence or impediment, business continuity will be ensured through ad hoc arrangements agreed in advance with the HoM.

Tasks and responsibilities:

- To supervise, coordinate, and manage the Mission Analytical Capability (MAC), thus being the primary adviser to the HoM within the remit of his/her functional competences and responsibilities.
- To keep the HoM and mission management informed on the situation in theatre by analyzing how global factors impact the pursuit of mission's objectives, including regional aspects.
- To contribute to identify and prioritize HoMs analysis and information requirements, as well as to operationalise them through the planning of tasking for collection, collation and analysis of relevant information. To ensure that information and knowledge is processed in the most efficient and effective manner.
- To elaborate comprehensive and timely assessments of events and developments related to the border management situation in Libya, as well as on the performance and impact of mission activities, in order to inform decision making. This will include contributions to early warning of potential threats and/or upcoming opportunities for mandate implementation.
- To contribute to the anticipation of likely scenarios to occur and to the identification of possible adjustments of the Mission Implementation Plan that may be required.
- To disseminate MAC products internally and/or externally as directed by the HoM or his/her delegated person, and ensure the security of the information handled by the MAC.
- To contribute to identify mission information exchange requirements by mapping relevant entities requiring interconnectivity in support of the mission and key characteristics of the associated information flows, including timelines, accuracy, level of security, format (voice/text/imagery/video). This provides a generic view of the CSDP operational context and the communication needs of the actors associated with it.
- To contribute establishing and maintaining liaison arrangements with other similar analytical capabilities of other organizations and entities operating in theatre, as deemed appropriate by HoM.
- To support the structuring of information and information flows so that information and knowledge can be shared within the mission and with other EU actors, including with the Single Intelligence Analytical Capability (SIAC).
- To contribute to facilitate the sharing of information and knowledge with other non-EU partners in theatre as appropriate and with HoM's consent.
- To contribute to mission external reporting as required.

- To provide analytical support to public surveys authorized by the HoM.
- To contribute to Mission security with information and analytical products that will support the conduct of security and risk assessments. In this area he/she will closely coordinate with the Security Department.
- To develop and maintain the MAC working methodology and relevant Standard Operating Procedures (SOPs).
- To contribute to the induction training of new mission personnel as required.
- To contribute to identify and report lessons and best practices within the respective field of responsibility.
- To undertake any other tasks, including of administrative nature, assigned by the HMAc.

Qualifications and experience:

- A level of education that corresponds to completed university studies attested by a diploma or successful completion of equivalent academic studies in Political Sciences, International Relations, Diplomacy, Social Sciences or Public Administration, when the normal duration of university education is at least 4 years.
- At least 10 years of relevant and proven professional experience, including in the field of strategic analysis and the management of analytical processes after having completed his/her studies, of which at least 5 years at senior management level progressively.
- Significant experience in the use of analytical IT packages and processes. Trained and experienced user of i2 analytical software packages would be an asset.
- Proven analytical skills in an operational environment and experience in the handling, processing and analysis of information from various sources.
- Knowledge of the European Institutions and of the EU Crisis Management mechanisms.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region.
- International experience, particularly in crisis or post-conflict areas.
- Previous experience in a managerial position of a crisis management mission is desirable.
- Having successfully attended crisis management related courses for senior staff is desirable.
- Experience in strategic analyses, planning and reporting as well as a sound understanding of strategic and operational considerations.
- Excellent interpersonal and communication skills. Able to work dynamically on his/her own initiative in a methodical manner and with a flexible approach.
- Excellent managerial and negotiating skills.
- Knowledge of the region's history, culture and politics is desirable
- Past work experience in Maghreb is desirable.
- Excellent level of written and spoken English.
- Knowledge of Arabic would be an asset.

Political Adviser (POLAD) /Security Sector Reform (SSR) Adviser (LIBHQ17)

(1 position)

Duty Station: Tripoli

Security clearance level: EU Secret

He/she reports to the HoM under the coordination of the Chief of Staff.

Tasks and responsibilities:

- He/she is the primary adviser to the HoM within the remit of his/her functional competences and responsibilities ensuring that mission related activities are consistently planned and executed according to HoM's directions.
- To advise the HoM on the political aspects related to the Mission's mandate implementation.
- To monitor political and Security Sector Reform related developments in Libya and the region, and provide analysis and advise in view of their possible impact on mandate implementation, keeping the HoM and the mission management constantly updated.
- To ensure that liaison and co-ordination on Security Sector Reform matters are maintained with the EU Delegation in Tripoli, the representatives of EU Member States in Libya.
- To ensure that liaison and co-operation on Security Sector Reform matters are maintained with the Libyan authorities as well as with his/her political counterparts at UNSMIL, and other relevant international stakeholders present in the country.
- To contribute to mission reporting as required.
- To contribute to the induction training of new mission personnel as required.
- To contribute to identify and report lessons and best practices within his/her respective fields of responsibility.
- Undertake any other job-related tasks assigned to him/her by the HoM.

Qualifications and Experience:

- University degree in Political Science, Social Sciences or other academic training relevant to the post.
- At least 10 years of experience in a related context.
- Excellent organizational and coordinating skills. Ability to work proactively and to report efficiently both orally and in writing, while taking into account possible new guidance as situations evolve.
- Excellent interpersonal and communications skills.
- Good understanding of the European Institutions and the EU Crisis Management.
- Knowledge of Security Sector Reform (SSR) related process.
- International experience, particularly in crisis or post-conflict areas with multinational and/or international organizations, ideally in a political advisory capacity.
- Knowledge of the region's history, culture and politics is desirable.
- Past work experience in Maghreb is highly desirable.
- Excellent level of written and spoken English.
- Knowledge of Arabic would be an asset.

Press and Public Information Officer (PPIO)(LIBHQ18)

(1 position)

Duty Station: Tripoli

Security clearance level: EU Secret

Reporting line and substitutions:

- He/she reports to the HoM under the coordination of the Chief of Staff.
- In case of absence or impediment, business continuity will be ensured through ad hoc arrangements agreed in advance with the Chief of Staff.

Tasks and responsibilities:

- To assist the HoM, Deputy HoM and other key staff on communications and information issues, including organizing interviews and other media events
- Create and promote positive communication and public information campaigns to explain the work and role of the mission.
- Handle press calls.
- Organize briefings on the Mission for visiting journalists.
- Assist in co-coordinating the media for high level official visits, including obtaining photos and writing stories for the website and internal newsletter, editing the internal newsletter and the website
- Organize all the contract/tender/designs for PPIO visibility items and oversee the PPIO budget and procurement processes
- To draft press releases, statements, articles and features
- Write articles and features for the website and internal newsletter
- Liaise closely with HR/VP Spokesperson Office
- Write and design public information leaflets and factsheets
- Work with the operational components to arrange and co-ordinate public outreach events and activities
- Work to ensure an effective internal information flow throughout the Mission
- Assist in conducting and co-coordinating press conferences.
- Assist in analyzing the public impact of the effectiveness of the Mission's activities.
- To be responsible that daily media monitoring is effectively and timely distributed throughout the Mission.
- Ensure that Mission staff is effectively briefed on media handling issues, the media guidelines and the wider public image of the Mission.
- Undertake any other job-related tasks as required by the Chief of Staff.

Qualifications and Experience:

- University degree in Communications, Media Studies, Journalism or related fields
- Minimum of 10 years of professional experience in Communications, Press and Media handling and event management and organization.
- Television experience desirable

- A good understanding and proven experience of using social media, especially Facebook and Twitter, is highly desirable
- Excellent analytical abilities and drafting skills in English.
- Excellent interpersonal and communication skills.
- Previous experience in international relations or international organizations
- Knowledge of EU Civilian Crisis Management and previous CFSP experience (desirable).
- Knowledge of procurement and budgetary process (desirable).
- Knowledge of the region's history, culture and politics is desirable.
- Past work experience in Maghreb is desirable.
- Excellent level of written and spoken English.
- Knowledge of Arabic would be an asset.

Head of Operations (LIBOP01)

(1 position)

Duty Station: Tripoli

Security clearance level: EU Secret

Reporting line and substitutions:

- He/she reports to the Head of Mission.
- In case of absence or impediment, he/she is deputized by the IBM Strategic Adviser.

Tasks and responsibilities:

- To ensure the day to day coordination of the mission implementation elements, which include the IBM Unit, the Border Guard Unit, the Naval Coastal Guard Unit, the Border Policing and Immigration Unit and the Customs Unit.
- To ensure that all mission operational activities are implemented in a coherent manner and in accordance to HoM's vision for the fulfilment of the mandate.
- To drive the operational information flow to ensure that the mandate implementation elements of the mission are kept updated regarding the political and security situation in the mission area, and of any other matters relevant to their planning and work, based on, *inter-alia*, inputs from the Political Adviser and Mission Security Officer.
- To ensure that relevant SOPs are developed and kept up to date through periodic reviews.
- To personally contribute to mission reporting, including reviewing contributions from the mission implementation elements.
- To act as the first point of contact for the mission implementation elements in case of emerging political, security and administrative issues.
- To represent the Mission at meetings and conferences when tasked to do so by the HoM.
- To assist in the induction of new mission personnel as required.
- To ensure that mission implementation elements contribute to identify and report lessons and best practices within their respective field of responsibility
- To undertake any other related tasks as requested by the HoM.

Qualifications and experience:

- A level of education that corresponds to completed university studies attested by a diploma or successful completion of equivalent academic studies in Police Management, Political Sciences, International Relations, Diplomacy, Social Sciences or Public Administration, when the normal duration of university education is at least 4 years.
- At least 15 years of progressively responsible professional experience in management, of which a minimum of 5 within a border management institution or in the field of SSR.
- Managerial experience in a crisis or post crisis international mission.
- Knowledge of the European Institutions and crisis management mechanisms.
- Experience in providing regular and *ad-hoc* reporting.
- A demonstrable understanding of strategic and operational considerations.
- Excellent interpersonal skills.

- Demonstrable possession of analytical skills and good judgement.
- Experience gained from international field assignment including civilian CSDP as well as work experience with FRONTEX 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 adapt to a team, to work under guidance and fully share team goals.
- 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.
- Knowledge of the region's history, culture and politics is desirable.
- Past work experience in Maghreb is desirable.
- Excellent level of written and spoken English.
- Knowledge of Arabic would be an asset.

Integrated Border Management (IBM) Staff Officer(LIBOP03)

(1 position)

Duty Station: Tripoli

Security clearance level: EU Confidential

He/she reports to the IBM Strategic Adviser (IBMSA).

Tasks and responsibilities:

- To assist the IBM Strategic Adviser in monitoring and coordinating the activities of the mandate implementation elements of the mission (Border Policing, Border Guard, Customs and Naval Coast Guard).
- To collect and collate reports submitted to the Office of the IBMSA and bring issues of note to the attention of the IBMSA.
- Assist the IBMSA in the planning and coordination of future implementation activities.
- To assist the IBMSA in disseminating information, direction, policy and reports.
- To assist the IBMSA in arranging visits, presentations and briefings, reports and events.
- To contribute to the Mission reporting as required.
- Contribute to the induction training of new mission personnel as required.
- To fulfil any other tasks delegated to him/her by the IBMSA or his/her delegate.

Qualifications and experience:

- A level of education that corresponds to completed university studies, attested by a diploma or successful completion of equivalent studies delivered by a national policing, law enforcement, security or military organisation
- A minimum of 5 years service as staff officer in a law enforcement or military organisation.
- Ability work in a team, to work under guidance and fully share team goals.
- 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.
- Excellent level of written and spoken English.
- Experience of work in an international organisation or setting.
- Knowledge of the European Institutions and crisis management mechanisms.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region.
- Knowledge of Arabic is an asset.

Integrated Border Management (IBM) Project Liaison Officer (LIBOP05)

(1 position)

Duty Station: Tripoli

Security clearance level: EU Secret

Reporting line and substitutions:

- As a member of the Strategic IBM Office, he/she reports to the IBM Strategic Adviser (IBMSA)
- In case of absence or impediment, he/she is deputized by a permanent mission member designated by the IBMSA.

Tasks and responsibilities:

- To maintain visibility of all mission and bi-lateral activities undertaken by third party governments, agencies, organisations or commercial entities in support of Libyan border security and management.
- Within a framework agreed by the IBMSA, establish working relationships with other international and bilateral assistance projects and programmes working in support of Libyan border security and management in order to maintain visibility of developments, to identify synergies, avoid duplication by the mission and facilitate coordination and possible mutual support.
- To maintain and update a database containing details of the mission's mandate implementation activities and those of other parties that are relevant to Libyan border security and management.
- To provide the IBMSA with regular reports and updates, thereby providing him/her with a comprehensive and up to date picture of international activities in support of Libyan border security and management.
- To identify, and inform the IBMSA, in a timely manner of, any potential duplication in support and assistance to Libyan border security and management, or related points of friction, in particular those that may have implications for the mission and its activities, that provide opportunities or that may require attention and/or action.
- To attend international coordination meetings with or on behalf of the IBMSA or as tasked.
- To contribute to briefings and reporting as required.
- Contribute to the induction training of new mission personnel as required.
- To fulfil any other tasks delegated to him/her by the IBMSA or his/her delegate.

Qualifications and experience:

- A level of education that corresponds to completed university studies, attested by a diploma or successful completion of equivalent studies delivered by a national policing, law enforcement, security or military organisation
- Knowledge of planning and project management methodologies.

- Ability work in a team, to work under guidance and fully share team goals.
- 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.
- Excellent level of written and spoken English.
- Experience of working in the field of border management.
- Experience of work in an international organisation or setting.
- Knowledge of the European Institutions and crisis management mechanisms.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region.
- Knowledge of Arabic is an asset.

Senior IBM Legal Adviser (LIBOP08)

(1 position)

Duty Station: Tripoli

Security clearance level: EU Secret

Reporting line and substitutions:

- He/she reports to IBM Strategic Adviser (IBMSA).
- In case of absence or impediment, he/she is deputized by a permanent mission member pre-designated by the IBMSA.

Tasks and responsibilities:

- To supervise the work of a small team of legal advisers tasked with providing the advice, training and other law related aspects of the mission's support to Libyan Integrated Border Management.
- In partnership with the relevant Libyan experts and in consultation with the mission's senior advisers, lead the mission's IBM legal team in conducting a thorough analysis, with recommendations, of baseline Libyan legislation and processes related to all aspects of border management *inter-alia* Customs legislation, immigration/asylum/refugee legislation, the criminal code, data protection legislation, trade legislation, legislation relating to international freight/cargo handling, haulage companies, shipping and maritime borders, aviation carriers and borders and legislation relating to the powers and competencies of those Libyan entities with a direct or indirect relevance to borders, their management and security.
- To lead the conduct of an analysis of international legislation, conventions, treaties and other agreements and mechanisms relevant to Libya, to which it is a party or not, highlighting Libyan compliance with those and making recommendations accordingly.
- To identify the legislative training needs of the staff of the various Libyan border agencies and, in coordination with the mission's senior Training Advisors, plan, provide and coordinate legislative the necessary activities to meet those needs.
- To provide advice to the IBMSA and the mission's Senior Naval Coast Guard, Border Guard, Border Policing, Customs and Risk Analysis advisers concerning border related legislation.
- To contribute to the Mission training and mentoring activities as required.
- Under the supervision of the IBMSA, support the Libyan authorities, as required, with advice on all aspects of border related legislation.
- To contribute to Mission reporting as required.
- Contribute to the induction training of new mission personnel as required.
- To fulfil any other tasks delegated to him/her by the IBMSA or his/her delegate.

Qualifications and experience:

- University degree in law with minimum of 10 years continuous experience
- Experience of international law related to border security and management highly desirable.
- Ability work in a team, to work under guidance and fully share team goals.

- 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.
- Excellent level of written and spoken English.
- Experience of conducting legislative research.
- Experience of providing legislative advice to national level border agencies.
- Managerial experience is highly desirable.
- Experience of work in an international organisation or setting.
- Knowledge of the European Institutions and crisis management mechanisms.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region.
- Knowledge of Arabic is an asset.

Senior Risk Analysis Adviser(LIBOP12)

(1 position)

Duty Station: Tripoli

Security clearance level: EU Secret

Reporting line and substitutions:

- He/she reports to the IBM Strategic Adviser (IBMSA)
- In case of absence or impediment, he/she is deputized by a pre-designated Risk Analysis expert who is a permanent mission member (proposed by him/her and agreed by the IBMSA).

Tasks and responsibilities:

- To lead the Mission's IBM Risk Analysis Working Group to ensure coordination of all mission activities related to Risk Analysis.
- To assess the baseline Libyan border Risk Analysis resources and capability and, in consultation with the IBMSA, make related recommendations to the Libyan authorities .
- To advise and assist the Libyan border authorities at national level on the development and introduction of a bespoke, integrated, Libyan border risk collection, collation and analysis process.
- Through the organisation and delivery of training, including a sustainable approach involving 'training of trainers', and workshops, to assist the Libyan border authorities, their managers and other relevant staff to develop the skills necessary to establish and sustain an integrated, common border related Risk Analysis model as a value adding tool to inform decisions regarding resources and operations.
- To be prepared to advise the national Libyan border authorities on the planning and production of a comprehensive border threat and risk assessment.
- To support the IBMSA in promoting the mainstreaming of Risk Analysis in the Libyan led process of creating a national IBM Strategy.
- To assess the interministerial and interagency coordination requirements in the field of border Risk Analysis and advise Libyan authorities accordingly.
- To assess the requirements for equipment and infrastructure related to border Risk Analysis and advise Libyan authorities accordingly.
- To support the Libyan authorities in establishing close risk related co-ordination and co-operation with FRONTEX and other relevant international agencies and organisations.
- Provide support and assist, as required, possible FRONTEX expertise and training that may be delivered under the CSDP mission in Libya.
- To promote active Libyan participation in, and application of international best practice relating to Risk Analysis.
- To arrange, as circumstances allow, study visits and training in third part states and locations, for Libyan risk analysts and managers.
- Through the IBMSA, to inform the development of mission policy.
- To ensure that operational the mission's Risk Analysis related activities in support of the Libyan authorities are executed in line with directions of the IBMSA and HoM directions and outputs and outcomes are regularly reported along the internal mission chain of command.

- To ensure that mission Risk Analysis personnel contribute to the identifying and reporting of lessons and best practices within their respective field of responsibility.
- To contribute to the mission reporting as required.
- Contribute to the induction training of new mission personnel as required.
- To fulfil any other tasks delegated to him/her by the IBMSA or his/her delegate.

Qualifications and experience:

- A level of education that corresponds to completed university studies, attested by a diploma or successful completion of equivalent studies delivered by a national policing, law enforcement, security or military organisation
- At least 7 years of relevant and proven professional experience in the field of IBM after having completed his/her studies, including at least 3 years at senior management level.
- Knowledge of FRONTEX its mandates and activities.
- Experience of applying Risk Analysis in a border management context.
- Knowledge of broader Rule of Law issues including an understanding of data protection best practice and legislation.
- Experience in production of strategic analysis products.
- Experience in dealing with inter-agency coordination and cooperation at a strategic level.
- Experience in identifying training needs and designing training strategies.
- Experience gained from at least one international field assignment.
- Ability to adapt to a team, to work under guidance and fully share team goals.
- 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.
- Excellent level of written and spoken English.
- Knowledge of the European Institutions and crisis management mechanisms.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region.
- Past work experience in the Maghreb is desirable.
- Knowledge of Arabic is an asset.

Senior Border Guard Adviser (LIBOP16)

(1 position)

Duty station: Tripoli

Security clearance level: EU Secret

He/she reports to the Head of Operations (HoO).

Tasks and responsibilities:

- To supervise the Border Guard Unit.
- To support Libyan authorities in identifying, developing and starting the implementation of border surveillance related training activities, at central and local levels, as appropriate and conditions allow.
- Within his/her competencies, to contribute to support Libyan authorities at ministerial and top institutional level to develop and implement a national IBM strategy through monitoring, mentoring and advising.
- To continuously collect information, analyze and assess local legislative, institutional and operational Border Guard aspects, including structures and processes.
- To assess the operational capacity of border surveillance and advise Libyan authorities accordingly.
- To assess the interministerial and interagency coordination requirements in the field of land border surveillance and advise Libyan authorities accordingly.
- To assess the requirements for equipment and infrastructure related to land border surveillance and advise Libyan authorities accordingly.
- Within his/her competencies, to contribute to ensure close co-ordination and co-operation with relevant Libyan Governmental and top institutional authorities (including those related to the broader Criminal Justice System) as well as with the EU Delegation in Tripoli, other EU and Member States officials, FRONTEX, INTERPOL, UNSMIL, other international stakeholders and possibly NGOs according to operational requirements, including through liaison at central and local levels as appropriate and conditions allow.
- Within his/her field of expertise, to contribute to the design and periodic review of the mission's main lines of operation, including through the identification and analysis of risks and opportunities as well as the evaluation of the impact of potential mission activities.
- Within his/her competences, to contribute to the drafting of operational planning documents as well as to the development and periodic review of the Mission Implementation Plan (MIP) while keeping track of mission benchmarking.
- To contribute to inform the development of the mission overarching policy.
- To ensure that operational activities related to border surveillance are executed in line with HoM's directions and outputs and outcomes are regularly reported along the internal mission chain of command.
- To contribute to identify and report lessons and best practices within his/her field of responsibility.
- To contribute to the mission external reporting as required.
- To keep him/herself updated on the overall mission implementation progress as well as on the political and security situation in the mission area.

- To contribute to the development and periodic review of relevant mission Standard Operating Procedures (SOPs).
- To contribute to the induction training of new mission personnel as required.
- To fulfil any other tasks delegated to him/her by the HoM or his/her delegate.

Qualifications and experience:

- A level of education that corresponds to completed university studies, attested by a diploma or successful completion of equivalent studies delivered by a national policing, law enforcement, security or military organisation
- At least 10 years of relevant professional experience in the field of border guard, ideally serving in a gendarmerie-like force.
- A minimum of 7 years of overall relevant work experience and at least 5 years of specific border guard experience at progressively middle and senior management level.
- Sound knowledge of border guard issues and of the related broader Rule of Law issues, including Human Rights, refugees' and internally displaced persons, migration, criminal justice chain (from police to prison) in an institution building and development as well as interagency coordination 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.
- Demonstrated professional experience in dealing with senior military staff.
- 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.
- 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
- Past work experience in Maghreb is desirable.
- Excellent level of written and spoken English.
- Knowledge of Arabic would be an asset.

Border Guard Training Adviser (LIBOP19)

(1 position)

Duty Station: Tripoli

Security clearance level: EU Confidential

Reporting line and substitutions:

- He/she reports to the Senior Border Guard Adviser
- In case of absence or impediment, he/she is deputized by a pre-designated border guard trainer who is a permanent mission member (proposed by him/her and agreed by the Senior Border Guard Adviser).

Tasks and responsibilities:

- To supervise on behalf of the Senior Border Guard Adviser the staff of the Mission engaged in training assistance and support to the Libyan Border Guard.
- To assess the baseline Libyan Border Guard training capacities, resources and capability and, in consultation with the Senior Border Guard Adviser, make related recommendations to the the Libyan authorities.
- To provide strategic training related advice to the Border Guard concerning its ability to surveil and control Libya's borders in cooperation with other Libyan agencies and in accordance with international best practice.
- To advise and assist the Border Guard in the development of basic, specialist and career development training curricula.
- To work in partnership with the Border Guard to identify training priorities.
- To liaise with other donors and bilateral advisers working in support of Libyan Border Guard training and skills development to ensure that opportunities for mutual support are exploited and duplication avoided.
- To coordinate and oversee all training assistance provided by the mission to the Libyan Border Guard.
- To develop an approach to Border Guard training that the Libyan Border Guard can sustain and that includes 'training of trainers' and Libyan led development of adequate training facilities.
- To assist the Libyan authorities in identifying and exploiting interagency coordination and mutual support opportunities in the field of Border Guard related training, in particular in those areas that support the development of a culture of joint operations, integrated border management and a desert search and rescue capability.
- Through organisation and provision of 'training of trainers', curricula development support, advice and other means, assist the Libyan Border Guard in establishing a training approach that is Libyan led and sustainable beyond the life of the mission.
- To assess the requirements for equipment and infrastructure related to Border Guard training and advise Libyan authorities accordingly.
- To support the Senior Border Guard Adviser in arranging, as circumstances allow, study visits and training for Libyan Border Guard personnel in third part states in order to strengthen skills and international cooperation in border security and management.
- Through the Senior Border Guard Adviser, to inform the development of mission policy related to training.

- To support the mission's identification of lessons and best practices within the field of Border Guard training.
- To contribute to mission reporting as required.
- Contribute to the induction training of new mission personnel as required.
- To fulfil any other tasks delegated to him/her by the Senior Border Guard Adviser or his/her delegate.

Qualifications and experience:

- A level of education that corresponds to completed university studies, attested by a diploma or successful completion of equivalent studies delivered by a national policing, law enforcement, security or military organisation
- At least 7 years of relevant and proven professional experience.
- Experience from a training in a paramilitary or military organisation
- Supervisory experience in leading training teams in geographically remote and climatically challenging conditions.
- Experience in identifying training needs and designing training strategies.
- Experience of leading curricula development, conducting training evaluation.
- Experience in dealing with inter-agency coordination and cooperation.
- Ability to adapt to a team, to work under guidance and fully share team goals.
- 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.
- Excellent level of written and spoken English.
- Knowledge of the European Institutions and crisis management mechanisms.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region.
- Past work experience in North Africa is desirable.
- Knowledge of Arabic is an asset.

Border Guard Long Range Patrolling Training Team Leader (LIBOP32)

(1 position)

Duty Station: Tripoli

Security clearance level: EU Confidential

Reporting line and substitutions:

- He/she reports to the Border Guard Training Adviser
- In case of absence or impediment, he/she is deputized by a pre-designated Long Range Patrol Trainer who is a permanent mission member (proposed by him/her and agreed by the Border Guard Training Adviser).

Tasks and responsibilities:

- To supervise the staff of the mission engaged in training long range patrolling skills to the Libyan Border Guard to assess the baseline Libyan Border Guard long range patrolling operational capabilities, training capacities, resources and, in consultation with the Border Guard Training Advisor, make related recommendations to the the Libyan authorities.
- To work in partnership with the Libyan Border Guard and in coordination with the Border guard Operations Adviser to develop a concept of operations for the surveillance of remote border areas and a doctrine for the employment of long range patrols in conjunction with technical surveillance assets.
- To advise and assist the Border Guard in the identification of long range patrol training priorities and the development and delivery of an associated personnel selection programme and training curricula.
- Through organisation and provision of 'training of trainers', curricula development support, advice and other means, assist the Libyan Border Guard in establishing a training approach that is Libyan led and sustainable beyond the life of the mission.
- To support the Border Guard Training Adviser in arranging, as circumstances allow, study visits and training for Libyan Border Guard personnel in third part states in order to strengthen skills and international cooperation in border security and management.
- Through the Border Guard Training Adviser, to inform the development of mission policy related to long range patrolling.
- To support the mission's identification of lessons and best practices within the field of Border Guard training.
- To contribute to mission reporting as required.
- Contribute to the induction training of new mission personnel as required.
- To fulfil any other tasks delegated to him/her by the Border Guard Training Adviser or his/her delegate.

Qualifications and experience:

- A level of education that corresponds to completed university studies, attested by a diploma or successful completion of equivalent studies delivered by a national policing, law enforcement, security or military organisation
- At least 7 years of relevant and proven professional experience.

- Qualified service as a long range patrolling training officer in the armed forces or paramilitary organisations
- Supervisory experience in leading training teams in geographically remote and climatically challenging conditions.
- Experience in identifying training needs and designing training strategies and curricula.
- Experience in conducting training reviews.
- Ability to adapt to a team, to work under guidance and fully share team goals.
- 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.
- Excellent level of written and spoken English.
- Operational experience in desert terrain is desirable.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region.
- Past work experience in North Africa is desirable.
- Knowledge of Arabic is an asset.

Border Guard Long Range Patrolling Trainer (LIBOP33,LIBOP34)

(2 positions)

Duty Station: Tripoli

Security clearance level: EU Confidential

He/she reports to the Border Guard Long range Patrolling Training team Leader.

Tasks and responsibilities:

- To assist the Border Guard Long Range Patrolling Training Team Leader in assessing the baseline Libyan Border Guard long range patrol operational capabilities, training capacities and resources.
- To deliver training in the tactics, knowledge and range skills required to successfully undertake long range patrols in desert conditions, including 'training of trainers'.
- Through the Team Leader, to inform the development of mission policy related to long range patrolling and support the mission's identification of lessons and best practices within the field of Border Guard training.
- To contribute to mission reporting as required.
- Contribute to the induction training of new mission personnel as required.
- To fulfil any other tasks delegated to him/her by the Team Leader.
- To deputize for the Team Leader if so required.

Qualifications and experience:

- A level of education that corresponds to completed university studies, attested by a diploma or successful completion of equivalent studies delivered by a national policing, law enforcement, security or military organisation.
- At least 5 years of relevant and proven professional experience.
- Qualified service as a long range patrolling trainer in the armed forces or law enforcement.
- Operational experience in geographically remote and climatically challenging conditions.
- Ability to work in a small, close team, to work under guidance and fully share team goals.
- 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.
- Excellent level of written and spoken English.
- Operational experience in desert terrain is desirable.
- Knowledge of the European Institutions and crisis management mechanisms.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region.
- Past work experience in North Africa is desirable.
- Knowledge of Arabic is an asset.

Senior Naval Coast Guard Adviser (LIBOP37)

(1 position)

Duty Station: Tripoli

Security clearance level: EU Secret

Reporting line and substitutions:

- He/she reports to the IBM Strategic Adviser (IBMSA)
- In case of absence or impediment, he/she is deputized by a pre-designated Maritime borders expert who is a permanent mission member (proposed by him/her and agreed by the IBMSA).

Tasks and responsibilities:

- To tasks and supervise the staff of the Mission engaged in border related advisory, training and mentoring support to the Libyan Navy and Naval Coast Guard.
- To ensure in coordination with the Senior Border Policing Adviser and Senior Customs Adviser, coherence and harmonisation in the mission's delivery of advice and assistance to all Libyan maritime border agencies and units.
- To lead the mission's Naval Coast Guard Unit to ensure coordination of the mission's activities in the maritime domain to assess the baseline Libyan maritime border surveillance and control resources and capability and, in consultation with the IBMSA, make related recommendations to the the Libyan authorities .
- To provide strategic advice to the Head of the Libyan Navy, Head of the Naval Coast Guard and their staff on the development the Coast Guard and its ability to surveil and control Libya's maritime borders in cooperation with other Libyan agencies and in accordance with international best practice.
- Through the organisation and delivery of training, including a sustainable approach involving 'training of trainers', and workshops, to assist the Libyan Naval Coast Guard and maritime border units of the Ministry of Interior and Customs, their managers and other relevant staff, to develop the skills necessary to establish surveillance and control of Libya's maritime borders in the framework of Integrated Border management.
- To assess the interagency coordination requirements in the field of maritime border surveillance and control and advise Libyan authorities accordingly.
- To advise the Libyan authorities in the development of an appropriate maritime search and rescue capability, organising 'train the trainer' training where applicable to ensure that the capability once built may be sustained.
- To assess the requirements for equipment and infrastructure related to maritime border management and advise Libyan authorities accordingly.
- Under the guidance of the HoM and IBMSA, to support the Libyan authorities in establishing operational joint operating procedures the relevant maritime agencies of neighbouring states and relevant international agencies and organisations.
- To promote, support and assist, as required, operational cooperation between Libya's maritime agencies on border management.

- To arrange, as circumstances allow, study visits and training for Libyan maritime border management personnel in third part states and locations in order to strengthen skills and international cooperation on border security and management.
- Through the IBMSA, to inform the development of mission policy related to maritime borders.
- To ensure that mission personnel working in support of Libyan maritime agencies and units contribute to the identifying and reporting of lessons and best practices within their respective fields of responsibility.
- To contribute to mission reporting as required.
- Contribute to the induction training of new mission personnel as required.
- To fulfil any other tasks delegated to him/her by the IBMSA or his/her delegate.

Qualifications and experience:

- A level of education that corresponds to completed university studies, attested by a diploma or successful completion of equivalent studies delivered by a national policing, law enforcement, security or military organisation
- At least 7 years of relevant and proven professional experience in the field of IBM after having completed his/her studies, including at least 3 years at senior management level
- Service as a senior operational commanding officer in the Coast Guard or similar agency entrusted with maritime border surveillance, control and law enforcement.
- Staff Officer training at a military or law enforcement staff college.
- Knowledge of FRONTEX its mandates and activities.
- Experience of applying risk analysis in a border management context.
- Experience in dealing with inter-agency coordination and cooperation at a strategic level.
- Experience in identifying training needs and designing training strategies.
- Experience gained from at least one international field assignment.
- Ability to adapt to a team, to work under guidance and fully share team goals.
- 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.
- Knowledge of the region's history, culture and politics.
- Excellent level of written and spoken English.
- Knowledge of the European Institutions and crisis management mechanisms.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region.
- Past work maritime experience in the Mediterranean area is highly desirable.
- Knowledge of Arabic is an asset.

Naval Coast Guard Training Adviser(LIBOP40)

(1 position)

Duty Station: Tripoli

Security clearance level: EU Confidential

Reporting line and substitutions:

- He/she reports to the Senior Naval Coast Guard Adviser
- In case of absence or impediment, he/she is deputized by a pre-designated Maritime borders expert who is a permanent mission member (proposed by him/her and agreed by the Senior Naval Coast Guard Adviser).

Tasks and responsibilities:

- To supervise on behalf of the Senior Naval Coast Guard Adviser, the staff of the Mission engaged in border related training support to the Libyan Navy and Naval Coast Guard.
- To ensure in coordination with the mission's Border Policing Training Adviser and Customs Training Advisor, coherence and harmonisation in the mission's delivery of advice and assistance to all Libyan maritime border agencies and units to assess the baseline Libyan maritime training capacities, resources and capability and, in consultation with the Senior Naval Coast Guard Advisor, make related recommendations to the the Libyan authorities.
- To provide strategic training related advice to the Naval Coast Guard concerning its ability to surveil and control Libya's maritime borders in cooperation with other Libyan agencies and in accordance with international best practice.
- To advise and assist the Naval Coast Guard in the development of basic, specialist and career development training curricula.
- To work in partnership with the Naval Coast Guard to identify training priorities.
- To coordinate and oversee all training assistance provided by the mission to the Naval Coast Guard.
- Through the Senior Naval Coast Guard Advisor and the appropriate mission working groups, support the coordination of mission support to all Libyan border agencies active in the maritime dimension *inter-alia* the Customs Maritime Unit, Coastal Polics and Libyan Port and Maritime Authority,
- To develop an approach to maritime related training that the Libyan Naval Coast Guard and other relevant organisations can sustain and that includes 'training of trainers' and Libyan led development of adequate training facilities.
- To assist the Libyan authorities in identifying and exploiting interagency coordination and mutual support oportunities in the field of maritime border related training, in particular in those areas that support the development of a culture of joint operations and integrated border management.
- To support the Libyan authorities in the development of an appropriate maritime search and rescue capability, organising 'train the trainer' training where applicable to ensure that the capability once built may be sustained.

- To assess the requirements for equipment and infrastructure related to maritime border management training and advise Libyan authorities accordingly.
- To support the Senior Naval Coast Guard Adviser in arranging, as circumstances allow, study visits and training for Libyan maritime border management personnel in third part states and locations in order to strengthen skills and international cooperation on border security and management.
- To inform through the Senior Naval Coast Guard Adviser the development of mission policy related to maritime borders.
- To support the mission's identification of lessons and best practices within the field of maritime training.
- To contribute to mission reporting as required.
- Contribute to the induction training of new mission personnel as required.
- To fulfil any other job-related tasks delegated to him/her by the Senior Naval Coast Guard Adviser or his/her delegate.

Qualifications and experience:

- A level of education that corresponds to completed university studies, attested by a diploma or successful completion of equivalent studies delivered by a national policing, law enforcement, security or military organisation
- At least 7 years of relevant and proven professional experience
- Service as a training development officer in the Coast Guard or similar agency entrusted with maritime border surveillance, control and law enforcement.
- Qualified instructor in maritime training related subjects.
- Supervisory experience in leading training teams.
- Experience of leading curricula development.
- Experience in conducting training reviews.
- Experience in dealing with inter-agency coordination and cooperation.
- Experience in identifying training needs and designing training strategies.
- Ability to adapt to a team, to work under guidance and fully share team goals.
- 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.
- Excellent level of written and spoken English.
- Knowledge of the European Institutions and crisis management mechanisms.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region.
- Past work maritime experience in the Mediterranean area is desirable.
- Knowledge of Arabic is an asset.

Naval Coast Guard Trainer (LIBOP41)

(1 position)

Duty Station: Tripoli

Security clearance level: EU Confidential

Reporting line and substitutions:

- He/she reports to the Naval Coast Guard Training Adviser
- In case of absence or impediment, business continuity will be ensured through ad hoc arrangements agreed in advance with the Naval Coast Guard Training Adviser.

Tasks and responsibilities:

- To conduct and supervise training activities on behalf of the Naval Coast Guard Training Adviser and the staff of the Mission engaged in maritime border related training provided in support of the Libyan Navy and Naval Coast Guard.
- To coordinate where applicable, through the Naval Coast Guard Senior Adviser, with the mission's Border Policing Training Adviser and Customs Training Adviser and conduct joint training to ensure coherence and harmonisation in the mission's delivery of training and assistance to all Libyan maritime border agencies and units.
- To deliver training, *inter alia*, on maritime border operations, small fast boat operations, maritime law enforcement and desirably on search and rescue operations at sea in accordance with international best practice.
- To assist the Naval Coast Guard Training Adviser in the development of basic, specialist and career development training curricula.
- To support the Naval Coast Guard Training Adviser together with the Naval Coast Guard identify training priorities.
- Through the Senior Naval Coast Guard Advisor and the appropriate mission working groups, support the coordination of mission support to all Libyan border agencies active in the maritime dimension *inter-alia* the Customs Maritime Unit, Coastal Police and Libyan Port and Maritime Transport Authority.
- To assist in the development of the mission's long term approach related training that will allow the Libyan Naval Coast Guard and other relevant organisations become self-sustainable, including through 'train-the-trainers' programmes and by providing assistance in the development of Libyan training facilities.
- To assist the Naval Coast Guard Training Adviser identify together with the Libyan authorities opportunities for interagency coordination and mutual support in the field of maritime border related training, in particular in those areas that support the development of a culture of joint operations and integrated border management.
- To assist the Naval Coast Guard Training Adviser assess the requirements for equipment and infrastructure related to maritime border management training and advise Libyan authorities accordingly.
- To assist the Naval Coast Guard Training Adviser in arranging, as circumstances allow, study visits and training for Libyan maritime border management personnel in EU

- Member States and participating Third States in order to strengthen skills and international cooperation on border security and management.
- To support, through the Naval Coast Guard Training Adviser, the development of mission policy related to maritime borders.
 - To support the mission's identification of lessons and best practices within the field of maritime training.
 - To contribute to mission reporting as required.
 - Contribute to the induction training of new mission personnel as required.
 - To fulfill any other job-related tasks delegated to him/her by the Naval Coast Guard Training Adviser.

Qualifications and experience:

- A level of education that corresponds to completed university studies, attested by a diploma or successful completion of equivalent studies delivered by a national policing, law enforcement, security or military organisation
- At least 7 years of relevant and proven professional experience
- Serviced as a training development officer in the Coast Guard or similar agency entrusted with maritime border surveillance, control, law enforcement and desirably search and rescue at sea.
- Qualified instructor in maritime training related subjects.
- Supervisory experience in leading training teams.
- Experience of leading curricula development.
- Experience in conducting training reviews.
- Experience in dealing with inter-agency coordination and cooperation.
- Experience in identifying training needs and designing training strategies.
- Ability to adapt to a team, to work under guidance and fully share team goals.
- 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.
- Excellent level of written and spoken English.
- Knowledge of the European Institutions and crisis management mechanisms.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region.
- Past work maritime experience in the Mediterranean area is desirable.
- Knowledge of Arabic is an asset.

Coordinator- Tripoli Airport IBM Pilot Project (LIBOP47)

(1 position)

Duty Station: Tripoli

Security clearance level: EU Confidential

Reporting line and substitutions:

- He/she reports to the Border Policing Senior Adviser.
- In case of absence or impediment, he/she is deputized by a pre-designated permanent mission member (proposed by him/her and agreed by the IBMSA).

Tasks and responsibilities:

- He/she tasks and supervises those Customs, Immigration and other staff of the Mission allocated by the IBMSA to support the Tripoli Airport IBM Pilot Project.
- To develop the detailed pilot project plan inclusive of objectives, tasks, activities and outputs, timelines and the use of existing mission resource for support, for approval by the IBMSA.
- To coordinate all mission efforts to deliver a best practice IBM operating model for Tripoli International Airport, incorporating all necessary procedures and processes, that is in compliance with all relevant international standards and best practice and that may later be rolled out to other airports in Libya by the Libyan authorities.
- To liaise with the various Libyan authorities responsible for the management of Tripoli International Airport and of its various border, security and law enforcement controls and, in collaboration with them, plan and coordinate the training, advice and other support required to ensure that they and their staff have full buy-in and ownership of the Tripoli Airport IBM Pilot Project and all the skills required to operate the model, sustain it and replicate it and its methodology, taking account of lessons learned, at other international airports in Libya without the further practical assistance of the mission.
- To advise and assist the heads of the various Libyan border management and security agencies as well as carriers and other service providers present at the airport, in strengthening the efficiency of processes checks and controls and in enhancing the security of staff and of all passengers and goods passing through the airport.
- To assess the various Libyan agency roles and responsibilities and interagency coordination requirements at the airport and work with the relevant Libyan authorities and entities to address any issues.
- To assess the requirements for equipment and infrastructure related to the management of all aspects of border management at the airport advise Libyan authorities accordingly.
- To arrange, as circumstances allow, study visits and training for airport managers in third part states in order to strengthen skills, international cooperation and understanding of international best practice relating to the management and arrangement of facilities and border checks and controls at international airports.
- To inform the development of mission policy related to pilot projects.
- To ensure that mission personnel working in support of the Tripoli Airport IBM Pilot Project contribute to the identifying and reporting of lessons and best practices within their respective fields of responsibility.

- To contribute to mission reporting as required.
- Contribute to the induction training of new mission personnel as required.
- To fulfil any other tasks delegated to him/her by the IBMSA or his/her delegate.

Qualifications and experience:

- A level of education that corresponds to completed university studies, attested by a diploma or successful completion of equivalent studies delivered by a national policing, law enforcement, security or military organisation
- At 7 years of professional law enforcement, border control or airport management experience including not less than 5 years of in a senior operational management role relating to border controls at an international airport.
- An expert understanding of all areas of international airport management *inter-alia* immigration checks and controls and associated international carrier obligations, customs checks and controls of passengers and goods/cargo and baggage, infrastructure security and best practice regarding air and land side controls.
- Thorough and demonstrable understanding of the various international standards and regulation governing international airports, their security, management and related controls.
- At least 3 years of proven professional experience in participation in senior level inter-agency cooperation, ideally as chair or member of an airport management group or board.
- Thorough understanding of the role of Risk Analysis applied in airports and experience of its application.
- Experience gained from at least one international field assignment.
- Ability to lead international teams in complex environments, to establish a common team vision, goals and workplans.
- 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.
- Excellent level of written and spoken English.
- Knowledge of the European Institutions and crisis management mechanisms.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region.
- Past work experience in the Middle East and/or North Africa is desirable.
- Knowledge of Arabic is an asset.

Senior Customs Adviser(LIBOP52)

(1 position)

Duty Station: Tripoli

Security clearance level: EU Secret

Reporting line and substitutions:

- He/she reports to the IBM Strategic Adviser (IBMSA).
- In case of absence or impediment, he/she is deputized by a pre-designated Customs expert who is a permanent mission member agreed by the IBMSA.

Tasks and responsibilities:

- To task and supervise the staff of the Mission engaged in border related advisory, training and mentoring support to the Libyan Customs.
- To ensure in coordination with the mission's Senior Border Policing Adviser, Senior Border Guard Adviser and Naval and Coast Guard Advisor, coherence and harmonisation in the mission's delivery of advice and assistance to all Libyan maritime border agencies and units.
- To assess the baseline Libyan Customs border surveillance and control resources and capability and, in consultation with the IBMSA, make related recommendations to the the Libyan authorities .
- To provide strategic advice to the Head of the Libyan Customs and his staff on the development the Customs service and its ability to conduct surveillance, checks and controls in cooperation with other Libyan agencies and in accordance with international best practice.
- To asses the interagency coordination requirements in the field of Customs functions and advise Libyan authorities accordingly.
- To assess the requirements for equipment and infrastructure related to the execution of Customs roles and responsibilities and advise Libyan authorities accordingly.
- Under the guidance of the IBMSA, to support the Libyan authorities in establishing Customs related joint operating procedures.
- To promote and support the Libyan Customs development of cooperative and coordination based relations with the relevant agencies of neighbouring states and relevant international agencies and organisations.
- To arrange, as circumstances allow, study visits and training for Libyan Customs personnel in third part states and locations in order to strengthen skills and international cooperation on border securiy and management.
- Through the SIBMA, to inform the development of mission policy related to Customs.
- To ensure that mission personnel working in support of Libyan Customs contribute to the identifying and reporting of lessons and best practices within their respective fields of responsibility.
- To contribute to mission reporting as required.
- Contribute to the induction training of new mission personnel as required.
- To fulfil any other tasks delegated to him/her by the IBMSA or his/her delegate.

Qualifications and experience:

- A level of education that corresponds to completed university studies, attested by a diploma or successful completion of equivalent studies delivered by a national policing, law enforcement, security or military organisation
- At least 7 years of relevant and proven professional experience in the field of IBM after having completed his/her studies, including at least 3 years at senior management level.
- Service as a senior operational head of the Customs.
- Operational senior leadership Customs controls, investigations and enforcement.
- Experience of informing national level policy making.
- Thorough working knowledge of the World Customs Organisation's SAFE Framework of Standards and of international best practice regarding bills of lading and other Customs related documentation, records and related processes.
- Thorough understanding of the 'Single Window' concept and practical experience of its implementation.
- Thorough understanding of the role of Risk Analysis in the work of Customs and practical experience of its application.
- Experience in dealing with inter-agency coordination and cooperation at a strategic level.
- Experience gained from at least one international field assignment is desirable.
- Ability to lead international teams in complex environments, to establish a common team vision, goals and workplans.
- 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.
- Excellent level of written and spoken English.
- Knowledge of the European Institutions and crisis management mechanisms.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region.
- Past work experience in the Middle East and/or North Africa is desirable.
- Knowledge of Arabic is an asset.

Customs Training Adviser(LIBOP56)

(1 position)

Duty Station: Tripoli

Security clearance level: EU Confidential

Reporting line and substitutions:

- He/she reports to the Senior Customs Adviser
- In case of absence or impediment, he/she is deputized by a pre-designated Maritime borders expert who is a permanent mission member as agreed by the Senior Customs Adviser.

Tasks and responsibilities:

- To supervise the staff of the mission engaged in training support to the Libyan Customs.
- To ensure in coordination with the mission's Border Policing Training Adviser, Border Guard Training Adviser and Naval Coast Guard Training Adviser, coherence and harmonisation in the mission's delivery of advice and assistance to all Libyan maritime border agencies and units
- To assess the baseline training capacities, resources and capability of the Libyan Customs and, in consultation with the Senior Customs Adviser, make related recommendations to the the Libyan authorities.
- To provide training and strategic training related advice to the Customs concerning its ability, in cooperation with other Libyan agencies and in accordance with international best practice, to surveil and control Libya's land, air and maritime borders.
- To advise and assist the Customs in the development of basic, specialist and career development training curricula.
- To work in partnership with the Customs to identify training priorities.
- To coordinate and oversee all training assistance provided by the mission to the Customs.
- Through the Senior Customs Adviser and the appropriate mission working groups, support the coordination of Customs related training that the mission delivers to the personnel of the Ministry of Defence, (Border Guard, Navy and Coast Guard), Ministry of Interior (Border and Gates, Coastal Police) and other agencies, departments and units as required.
- To develop an approach to Customs related training that the Libyan Customs can sustain after the life of the mission and that includes 'training of trainers' and Libyan led development of adequate training facilities.
- To assist the Libyan authorities in identifying and exploiting interagency coordination and mutual support opportunities in the field of Customs related training, in particular in those areas that support the development of a culture of joint operations and integrated border management.
- To support the Senior Customs Adviser in arranging, as circumstances allow, study visits and training for Libyan Customs personnel in third part states in order to strengthen skills and international cooperation on Customs matters.
- Through the Senior Customs Adviser, to inform the development of mission policy related to Customs.

- To support the mission's identification of lessons and best practices within the field of Customs training.
- To contribute to mission reporting as required.
- Contribute to the induction training of new mission personnel as required.
- To fulfil any other tasks delegated to him/her by the Senior Customs Adviser or his/her delegate.

Qualifications and experience:

- A level of education that corresponds to completed university studies, attested by a diploma or successful completion of equivalent studies delivered by a national policing, law enforcement, security or military organisation
- At least 7 years of relevant and proven professional experience including at least 3 years in operational Customs enforcement Service as a training development officer in the Customs.
- Qualified instructor in Customs training related subjects.
- Supervisory experience in leading training teams.
- Experience in identifying training needs and designing training strategies and curricula.
- Experience in conducting training reviews.
- Experience in dealing with inter-agency coordination and cooperation.
- Ability to work in a team, to work under guidance and fully share team goals.
- 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.
- Excellent level of written and spoken English.
- Knowledge of the European Institutions and crisis management mechanisms.
- Knowledge of the political, cultural and security situation of the mission area or other areas within the same geopolitical region.
- Past work maritime experience in the Mediterranean area is desirable.
- Knowledge of Arabic is an asset.

Brussels Support Element: Analysis & Reporting Officer (LIBBSE01)

(1 position)

Duty Station: Brussels

Security clearance level: EU Secret

The Brussels Support Element: Analysis & Reporting Officer reports to the Chief of Staff but is embedded in the CPCC in Brussels.

Tasks and responsibilities:

- To follow closely developments in Libya, in particular those related to the mission's mandate.
- To contribute to EUBAM Libya reporting
- To report regularly to the Mission, keeping the mission updated on developments in Brussels and reporting requirements for the mission in close cooperation with the relevant CPCC Desk
- To provide continuous analysis on the mission's approach to Mission mandate implementation activities and reporting
- To advise to CPCC in Brussels on relevant issues and to, whenever appropriate, contribute to CPCC's presentations to the Council
- To work closely with appropriate counterparts in the European Commission and its programmes, and with the EU Special Representatives' Office in Brussels
- To perform tasks related to press and public information in coordination with EUBAM PPIO team in Libya as required
- To undertake any other job-related tasks as required.

Qualifications and Experience

- University degree in Political Sciences, International Relations, Diplomacy, Social Sciences or academic training relevant to the specific post and, after having obtained the university degree at least 5 years of relevant and proven full-time professional experience
- International experience preferable, particularly in the crisis area with multi-national and international organizations.
- Excellent drafting skills in English. Experience in reporting will be an advantage
- Understanding and experience of the European Institutions and in particular Common Security and Defense Policy
- Highly competent in and knowledgeable of issues related to political and advising missions
- Excellent interpersonal and communications skills
- Knowledge of the region's history, culture and politics.
- Past work experience in Maghreb is desirable.
- Excellent level of written and spoken English.
- Knowledge of Arabic would be an asset.

Brussels Support Element: Human Resources & Administrative Officer (LIBBSE02)

(1 position)

Duty Station: Brussels

Security clearance level: EU Secret

The Brussels Support Element: Human Resources & Administrative Officer reports to the Head of Mission Support Department, but is embedded in the CPCC in Brussels.

Tasks and responsibilities:

- To support global administrative requirements of the Mission, including finance and budgetary requirements, human resources, procurement and logistics
- In coordination with the EEAS/CPCC, participate in the recruitment, selection, deployment and rotation of international seconded staff; process applications and maintain rosters and databases as appropriate
- Participate in the recruitment, selection and deployment of international contracted staff; process applications and maintain rosters and databases as appropriate
- Establish and maintain contacts with Contributing States facilitating the participation of their nationals to the Mission.
- Provide briefings, advice and assistance on human resources and other administrative issues to Member States.
- Participate in the preparation of administration related plans and reports
- Support to financial and administrative operations of the Mission, as well as the preparation of all related reports, including figures, statistics, inventories and analysis of current and future requirements.
- Assist and advise on all administrative, personnel, financial and logistical issues
- Study and propose operational and management decisions that have the objective to increase the efficiency of the mission service.
- Keep in regular contact with the mission, keeping the mission updated on developments in Brussels and reporting requirements for the mission.
- Provide continuous analysis on the mission's approach to implement its mandate.

Qualifications and experience:

- University degree in Social Sciences, Human Resources, Business or Public Administration or related studies, and, after having obtained the university degree at least 5 years of relevant and proven full-time professional experience.
- International experience, particularly from the CSDP and other international missions in the crisis areas as well as from multi-national and international organizations is highly desirable.
- Excellent administrative skills and attention to details.
- Experience in planning and implementing projects.
- Experience in planning and supervising personnel logistics
- Knowledge of the region's history, culture and politics.
- Past work experience in Maghreb is desirable.

- Excellent level of written and spoken English.
- Knowledge of Arabic would be an asset.