

EUROPEAN EXTERNAL ACTION SERVICE



ANNEX 1

EU Police Mission and its Justice Interface in the Democratic Republic of the Congo (EUPOL RD Congo)

Advertisement for EU Seconded Visiting Experts

Organisation:	EUPOL RD Congo		
Job Location:	Kinshasa or Goma		
Availability:	As indicated below		
Staff Regime:	As indicated below		
Job Titles/Vacancy Notice:	Reference	Name of the post	Proposed Period of Deployment
	VTERDC 01	Mobile Response Units Advisor	13/02/2014 - 08/03/2014
	VTERDC 02	Mobile Response Units Advisor	13/02/2014 – 08/03/2014
	VTERDC 03	Mobile Response Units Advisor	13/02/2014 – 08/03/2014
	VTERDC 04	Advisor on Urban Violence Response Teams	15/05/2014 – 14/06/2014
	VTERDC 05	Advisor on Urban Violence Response Teams	15/05/2014 – 14/06/2014
	VTERDC 06	Advisor on Urban Violence Response Teams	15/05/2014 – 14/06/2014
	VTERDC 07	Mobile Response Units Advisor	12/06/2014 – 29/06/2014
	VTERDC 08	Mobile Response Units Advisor	12/06/2014 – 29/06/2014
	VTERDC 09	Mobile Response Units Advisor	12/06/2014 – 29/06/2014
	VTERDC 10	Advisor on Processing and Analysis of Operational Police Information	09/02/2014 – 22/02/2014
	VTERDC 11	Advisor on Processing and Analysis of Criminal Information	19/03/2014 – 12/04/2014
	VTERDC 12	Judiciary Police Organisation Advisor	09/02/2014 – 15/02/2014

	VTERDC 13	Judiciary Police Organisation Advisor	18/05/2014 – 24/05/2014
	VTERDC 14	Police Academy Advisor	16/02/2014 – 22/02/2014
	VTERDC 15	Police Academy Advisor	30/03/2014 – 05/04/2014
	VTERDC 16	Police Academy Advisor	25/05/2014 – 31/05/2014
Deadline for applications:	Friday, 6 December 2013		
E-mail address to send the Job Application Form/CV:	cpcc.eupolrdcongo@eeas.europa.eu		
Information:	For more information relating to selection and recruitment, please contact the Civilian Planning and Conduct Capability (CPCC): Ms Caroline SWAGEMAKERS e-mail: cpcc.eupolrdcongo@eeas.europa.eu		

Seconded Personnel – Only personnel nominations received through official channels from EU Member States will be considered. The Mission pays the daily allowances for Visiting Experts, the travel costs to and from the place of deployments reserved by the Mission and any duty travel undertaken by Visiting Experts while on deployment. Each EU Member State bears the salary and other costs related to the Visiting Experts put at the Mission's disposal, according to Council document 8551/12 (4 April 2012).

Tour of Duty – The duration of the deployment is indicated in the Job Descriptions.

The Civilian Planning and Conduct Capability (CPCC) requests that EU Member States propose candidates for the following international Visiting Experts' positions for EUPOL RD Congo, according to the requirements and profiles described below.

A. Essential requirements

EUPOL RD CONGO is a French-speaking Mission.

EU 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 sensitive information relating to the Mission or respective tasks and activities. The participants shall carry out their duties and act in the interest of the Mission.

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

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

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 French – Mission members must be fully fluent in written and spoken French. English report writing skills would be an asset.

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

Training – eHEST (<https://webgate.ec.europa.eu/eeas/ehest/login/signup.php>) or equivalent is required for positions in Kinshasa; Hostile Environment Awareness Training (HEAT) or equivalent (average of 4-5 days) is required for positions in Goma.

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

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 the Mission area – To have a good knowledge of the history, culture, social and political situation of the country. To have a good knowledge of the police structures (distinct advantage).

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

Language skills – Knowledge of English or local languages will be an asset.

C. Essential documents for selected candidates

Passport – The participants must obtain a passport from the respective national authorities. However, seconding EU Member States should preferably provide their personnel with a service/diplomatic passport, and agree to have them accredited to their Embassies or Consulates as appropriate in the region.

Visas – EU 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 – It is desirable that the selected candidate possesses the necessary level of security clearance (*EU Restricted*) when deployed.

Certificate/Booklet of vaccination – EU Member States have ultimate responsibility for ensuring their Visiting Experts have adequate vaccinations consistent with the agreed "Medical Support Principles" (ARES 2011/290250).

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

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

D. Additional information on the selection process

The EU strives for improved gender balance in CSDP operations in compliance with UNSCR 1325. The Civilian Planning and Conduct Capability (CPCC) encourages EU Member States 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 will be selected by the Mission through the assessment of the applications and individual interviews. Candidates considered to be most suitable will be short-listed and, if needed, interviewed in Brussels, at the Headquarters of the Mission or by phone, before the final selection is made.

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

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

MOBILE RESPONSE UNITS ADVISOR

(VTERDC 01)

(1 position)

Security Clearance: EU Restricted

Duty Station: Kinshasa

Proposed period of deployment: 13/02/2014 to 08/03/2014

Main tasks:

Under the EUPOL Head of the MMA* Section and the respective Chief of Project:

- Refresh/Improve the knowledge/skills already acquired by Police Officers on the standardisation of intervention techniques of mobile response teams and to assess the acquired training;
- Evaluate the Congolese National Police trainers already trained on mobile response;
- Improve autonomy and Congolese National Police ownership;
- Strengthen the operational capacity of these units;
- Standardise the tactical and technical implementation techniques.

Qualifications and Experience:

- Police Officer rank of Captain or Commander (or equivalent);
- Officer with command experience of a crowd control unit;
- A minimum of 10 (ten) years of relevant professional experience;
- Experience in preparation of documents for operational management and control;
- Being the Head or the trainer of a crowd control unit;
- Teaching ability;
- Proven experience in the field of training and / or technical advice, if possible in Africa (desirable);
- Knowledge of the Congolese National Police and the DRC (desirable);
- Excellent interpersonal communication skills and teamwork capacity;
- Proficiency in oral and written French;
- Knowledge of IT tools, including Word and Excel;
- Having served in a CSDP mission (desirable).

* MMA = Monitoring, Mentoring and Advising

MOBILE RESPONSE UNITS ADVISOR

(VTERDC 02, 03)

(2 positions)

Security Clearance: EU Restricted

Duty Station: Kinshasa

Proposed period of deployment: 13/02/2013 to 08/03/2014

Main tasks:

Under the EUPOL Head of the MMA* Section and the respective Chief of Project:

- Refresh/Improve the knowledge/skills already acquired by Police Officers on the standardisation of intervention techniques of mobile response teams and to assess the acquired training;
- Evaluate the Congolese National Police trainers already trained on mobile response;
- Improve autonomy and Congolese National Police ownership;
- Strengthen the operational capacity of these units;
- Standardise the tactical and technical implementation techniques.

Qualifications and Experience:

- Police Officer minimum rank of Brigadier, Brigadier-chef or Brigadier-Major (or equivalent);
- A minimum of 10 (ten) years of relevant professional experience;
- Proven experience in crowd control;
- Being the Head or the trainer of a crowd control unit;
- Teaching ability;
- Proven experience in the field of training and / or technical advice, if possible in Africa (desirable);
- Knowledge of the Congolese National Police and the DRC (desirable);
- Excellent interpersonal communication skills and teamwork capacity;
- Proficiency in oral and written French;
- Knowledge of IT tools, including Word and Excel;
- Having served in a CSDP mission (desirable).

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ADVISOR ON URBAN VIOLENCE RESPONSE TEAMS

(VTERDC 04)

(1 position)

Security Clearance: EU Restricted

Duty Station: Kinshasa

Proposed period of deployment: 15/05/2014 to 14/06/2014

Main tasks:

Under the EUPOL Head of the MMA* Section and the respective Chief of project:

- Organise an exercise on urban violence response teams in the territorial units;
- Increase awareness about the use of non-lethal weapons;
- Improve the operational capacity of the intervention platoons;
- Test and assess Congolese National Police trainers;
- Implement collective intervention techniques in sensitive areas.

Qualifications and Experience:

- Senior Police Officer minimum rank of Commissioner (or equivalent);
- A minimum of 10 (ten) years of relevant professional experience;
- Commissioner with command experience of an urban violence response team or a crowd control unit;
- Preparation of documents for operational management and control;
- Being the Head or the trainer of an urban violence response team or a crowd control unit;
- Teaching ability;
- Proven experience in the field of training and / or technical advice, if possible in Africa (desirable);
- Knowledge of the Congolese National Police and the DRC (desirable);
- Excellent interpersonal communication skills and teamwork capacity;
- Proficiency in oral and written French;
- Knowledge of IT tools, including Word and Excel;
- Having served in a CSDP mission (desirable).

* MMA = Monitoring, Mentoring and Advising

ADVISOR ON URBAN VIOLENCE RESPONSE TEAMS

(VTERDC 05)

(1 position)

Security Clearance: EU Restricted

Duty Station: Kinshasa

Proposed period of deployment: 15/05/2014 to 14/06/2014

Main tasks:

Under the EUPOL Head of the MMA* Section and the respective Chief of Project:

- Organise an exercise on urban violence response teams in the territorial units;
- Increase awareness about the use of non-lethal weapons;
- Improve the operational capacity of the intervention platoons;
- Test and assess Congolese National Police trainers;
- Implement collective intervention techniques in sensitive areas.

Qualifications and Experience:

- Police Officer minimum rank of Captain or Commander (or equivalent);
- A minimum of 10 (ten) years of relevant professional experience;
- Officer with command experience of a crowd control unit;
- Experience in preparation of documents for operational management and control;
- Being the Head or the trainer of a crowd control unit;
- Teaching ability;
- Proven experience in the field of training and / or technical advice, if possible in Africa (desirable);
- Knowledge of the Congolese National Police and the DRC (desirable);
- Excellent interpersonal communication skills and teamwork capacity;
- Proficiency in oral and written French;
- Knowledge of IT tools, including Word and Excel;
- Having served in a CSDP mission (desirable).

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ADVISOR ON URBAN VIOLENCE RESPONSE TEAMS

(VTERDC 06)

(1 position)

Security Clearance: EU Restricted

Duty Station: Kinshasa

Proposed period of deployment: 15/05/2014 to 14/06/2014

Main tasks:

Under the EUPOL Head of the MMA* Section and the respective Chief of Project:

- Organise an exercise on urban violence response teams in the territorial units;
- Increase awareness about the use of non-lethal weapons;
- Improve the operational capacity of the intervention platoons;
- Test and assess Congolese National Police trainers;
- Implement collective intervention techniques in sensitive areas.

Qualifications and Experience:

- Police Officer minimum rank of Brigadier, Brigadier-chef or Brigadier-Major (or equivalent);
- A minimum of 10 (ten) years of relevant professional experience;
- Proven experience in urban violence response team;
- Experience in preparation of documents for operational management and control;
- Being the Head or the trainer of a crowd control unit;
- Teaching ability;
- Proven experience in the field of training and / or technical advice, if possible in Africa (desirable);
- Knowledge of the Congolese National Police and the DRC (desirable);
- Excellent interpersonal communication skills and teamwork capacity;
- Proficiency in oral and written French;
- Knowledge of IT tools, including Word and Excel;
- Having served in a CSDP mission (desirable).

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MOBILE RESPONSE UNITS ADVISOR

(VTERDC 07)

(1 position)

Security Clearance: EU Restricted

Duty Station: Goma

Proposed period of deployment: 12/06/2014 to 29/06/2014

Main tasks:

Under the EUPOL Head of MMA* Section and the respective Chief of Project:

- Refresh/Improve the knowledge/skills already acquired by Police Officers on the standardisation of intervention techniques of mobile response teams in Goma and to assess the acquired training;
- Evaluate the Congolese National Police trainers from Goma already trained on mobile response;
- Improve autonomy and Congolese National Police ownership;
- Strengthen the operational capacity of these units;
- Standardise the tactical and technical implementation techniques.

Qualifications and Experience:

- Police Officer rank of Captain or Commander (or equivalent);
- A minimum of 10 (ten) years of relevant professional experience;
- Officer with command experience of a crowd control unit;
- Experience in preparation of documents for operational management and control;
- Being the Head or the trainer of a crowd control unit;
- Teaching ability;
- Proven experience in the field of training and / or technical advice, if possible in Africa (desirable);
- Knowledge of the Congolese National Police and the DRC (desirable);
- Excellent interpersonal communication skills and teamwork capacity;
- Proficiency in oral and written French;
- Knowledge of IT tools, including Word and Excel;
- Having served in a CSDP mission (desirable).

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MOBILE RESPONSE UNITS ADVISOR

(VTERDC 08, 09)

(2 positions)

Security Clearance: EU Restricted

Duty Station: Goma

Proposed period of deployment: 12/06/2014 to 29/06/2014

Main tasks:

Under the EUPOL Head of MMA* Section and the respective Chief of Project:

- Refresh/Improve the knowledge/skills already acquired by Police Officers on the standardisation of intervention techniques of mobile response teams in Goma and to assess the acquired training;
- Evaluate the Congolese National Police trainers from Goma already trained on mobile response;
- Improve autonomy and Congolese National Police ownership;
- Strengthen the operational capacity of these units;
- Standardise the tactical and technical implementation techniques.

Qualifications and Experience:

- Police Officer minimum rank of Brigadier, Brigadier-chef or Brigadier-Major (or equivalent);
- A minimum of 10 (ten) years of relevant professional experience;
- Proven experience in crowd control;
- Being the Head or the trainer of a crowd control unit;
- Teaching ability;
- Proven experience in the field of training and / or technical advice, if possible in Africa (desirable);
- Knowledge of the Congolese National Police and the DRC (desirable);
- Excellent interpersonal communication skills and teamwork capacity;
- Proficiency in oral and written French;
- Knowledge of IT tools, including Word and Excel;
- Having served in a CSDP mission (desirable).

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**ADVISOR on PROCESSING and ANALYSIS of OPERATIONAL
POLICE INFORMATION**

(VTERDC 10)

(1 position)

Security Clearance: EU Restricted

Duty Station: Kinshasa

Proposed period of deployment: 09/02/2014 to 22/02/2014

Main tasks:

Under the EUPOL Head of the MMA* Section and respective Chief of Project:

- Advise the executives of the police reference station of Kinshasa (COREKIN) in managing and processing police information;
- Prepare a written course on management and treatment of police information;
- Provide two 4-day learning sessions for 20 students each on how to organise an organic chain for managing operational police information, on the information cycle and on strategic and operational use of police information.

Qualifications and Experience:

- Police Officer minimum rank of Superintendent;
- Experience in management and processing of information at operational management level;
- Management experience;
- Training/Advising experience;
- Coaching experience;
- Proven experience in the field of training and / or technical advice, if possible in Africa (desirable);
- Excellent interpersonal communication skills and teamwork capacity;
- Proficiency in oral and written French;
- Knowledge of IT tools, including Word and Excel;
- Having served in a CSDP mission (desirable).

* MMA = Monitoring, Mentoring and Advising

**ADVISOR on PROCESSING and ANALYSIS of CRIMINAL
INFORMATION**

(VTERDC 11)

(1 position)

Security Clearance: EU Restricted

Duty Station: Kinshasa

Proposed period of deployment: 19/03/2014 to 12/04/2014

Main tasks:

Under the EUPOL Head of the MMA* Section and respective Chief of Project:

- Advise future focal points of the National Congolese Police on management and processing of criminal information;
- Prepare a written course on management and treatment of criminal information;
- Provide a 15-day learning session for 20 students each on how to organise an organic chain for managing operational police information, on the information cycle and on strategic and operational use of criminal information.

Qualifications and Experience:

- Police Officer minimum rank of Superintendent;
- Experience in management and processing of information at operational management level;
- Management experience;
- Training/Advising experience;
- Coaching experience;
- Proven experience in the field of training and / or technical advice, if possible in Africa (desirable);
- Excellent interpersonal communication skills and teamwork capacity;
- Proficiency in oral and written French;
- Knowledge of IT tools, including Word and Excel;
- Having served in a CSDP mission (desirable).

* MMA = Monitoring, Mentoring and Advising

JUDICIARY POLICE ORGANISATION ADVISOR

(VTERDC 12)

(1 position)

Security Clearance: EU Restricted

Duty Station: Kinshasa

Proposed period of deployment: 09/02/2014 to 15/02/2014

Main tasks:

Under the EUPOL Head of the MMA* Section and the respective Chief of Project:

- Actively contribute to the organisation of a 3-day workshop;
- On the basis of accomplished experiences, identify the steps and process of regrouping two police forces;
- Provide expertise in his/her field of competence, regarding the restructuring of the police service.

Qualifications and Experience:

- Police Officer minimum rank of Superintendent;
- Experience of reform in a police organisation and of operation of an integrated police force;
- Management experience, including project-based management and human resources management;
- Experience in the strategic plan of a Judiciary Police;
- Knowledge on budgetary and logistical operation of a police organisation;
- To be a good facilitator and moderator;
- Excellent interpersonal communication skills and teamwork capacity;
- Proficiency in oral and written French;
- Knowledge of IT tools, including Word and Excel;
- Having served in a CSDP mission (desirable).

* MMA = Monitoring, Mentoring and Advising

JUDICIARY POLICE ORGANISATION ADVISOR

(VTERDC 13)

(1 position)

Security Clearance: EU Restricted

Duty Station: Kinshasa

Proposed period of deployment: 18/05/2014 to 24/05/2014

Main tasks:

Under the EUPOL Head of the MMA* Section and respective Chief of Project:

- Actively contribute to the organisation of a 3-day workshop on conception, creation, implementation and management of databases in the field of judiciary police;
- Provide expertise in his/her field of competence, regarding the management of judicial-purpose databases.

Qualifications and Experience:

- Police Officer minimum rank of Superintendent;
- Experience in information management at a national and international (EUROPOL, SCHENGEN, INTERPOL) level;
- Theoretical and practical experience on project management;
- Experience in information management in the judiciary;
- To be a good facilitator and moderator;
- Excellent interpersonal communication skills and teamwork capacity;
- Proficiency in oral and written French;
- Knowledge of IT tools, including Word and Excel;
- Having served in a CSDP mission (desirable).

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POLICE ACADEMY ADVISOR

(VTERDC 14)

(1 position)

Security Clearance: EU Restricted

Duty Station: Kinshasa

Proposed period of deployment: 16/02/2014 to 22/02/2014

Main tasks:

Under the EUPOL Head of the MMA* Section and the respective Chief of Project:

- Bring members of the training division of the Ownership and Implementation Committee (CAMO Formation) to establish and organise training through its main components;
- To be able to present the fundamental differences to consider at different training levels (Officers, Non-Commissioned Officers (NCOs), Agents);
- To help the players of the support unit and implementation of training (CAMO Formation) prioritizing teaching subjects;
- To be able to provide examples of programming relying on the expertise of a model of an existing training structure at Officer or Commissioner level;
- To set up the training control system;
- To present a trainee organisation and its benefits and organisational constraints;
- To draft and propose an organisation chart of a Studies Directorate.

Qualifications and Experience:

- Police Officer minimum rank of Superintendent;
- Experience in management studies in an academy;
- Senior executive specialising in academic training;
- Experience of working in partnership with the academic world;
- Excellent interpersonal communication skills and teamwork capacity;
- Proficiency in oral and written French;
- Knowledge of IT tools, including Word and Excel;
- Having served in a CSDP mission (desirable).

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POLICE ACADEMY ADVISOR

(VTERDC 15)

(1 position)

Security Clearance: EU Restricted

Duty Station: Kinshasa

Proposed period of deployment: 30/03/2014 to 05/04/2014

Main tasks:

Under the EUPOL Head of the MMA* Section and the respective Chief of Project:

- Bring members of the training division of the Ownership and Implementation Committee (CAMO Formation) to understand and adopt a method to organise a Police Training structure;
- Provide different models of allocation of functions in a training structure, which would match the characteristics of the Congolese National Police;
- Provide a "Human Resources" staffing plan for each subdivision of the Training structure;
- Define the Job Descriptions for each different subdivision.

Qualifications and Experience:

- Police Officer minimum rank of Superintendent;
- Having had responsibilities within a "human resources" department or in management training or in a police academy;
- Experience in large units or Headquarters/Direction services;
- Excellent interpersonal communication skills and teamwork capacity;
- Proficiency in oral and written French;
- Knowledge of IT tools, including Word and Excel;
- Having served in a CSDP mission (desirable).

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POLICE ACADEMY ADVISOR

(VTERDC 16)

(1 position)

Security Clearance: EU Restricted

Duty Station: Kinshasa

Proposed period of deployment: 25/05/2014 to 31/05/2014

Main tasks:

Under the EUPOL Head of the MMA* Section and the respective Chief of Project:

- Take the members of the training division of the Ownership and Implementation Committee (CAMO Formation) to understand and adopt a method to organise a Police Training structure to understand the notion of General Training Plan or Master Plan;
- To identify the utility and interest of such a document;
- To propose a methodology for its drafting;
- To define its structure and contents;
- Prepare members of the support unit and implementation of training (CAMO Formation) to be able to develop such a comprehensive Training Plan.

Qualifications and Experience:

- Police Officer minimum rank of Superintendent;
- Experience in Police training;
- Experience in conceptualising, research and planning;
- Excellent interpersonal communication skills and teamwork capacity;
- Proficiency in oral and written French;
- Knowledge of IT tools, including Word and Excel;
- Having served in a CSDP mission (desirable).

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