

EUROPEAN EXTERNAL ACTION SERVICE



ANNEX 1

EU Border Assistance Mission for the Rafah Crossing Point (EUBAM Rafah)

Advertisement for Seconded Visiting Experts 1-2014

Organisation:	EUBAM Rafah		
Job Location:	Tel Aviv		
Availability:	As indicated below		
Staff Regime:	Seconded		
Job Titles/Vacancy Notice:	Reference	Name of the post	Proposed Period of Deployment 01.11. – 19.12.2014 and 05.01. – 31.04.2015
	VE01	Border Management Adviser	
	VE02	Border Police Adviser	
	VE03	Border Customs Adviser	
Deadline for applications:	Friday 31 October 2014 at 1700 Brussels time.		
E-mail address to send the Job Application Form/CV:	cpcc.eubamrafah@eeas.europa.eu		
Information:	For more information relating to selection and recruitment, please contact the Civilian Planning and Conduct Capability (CPCC): Mr Joern Laursen e-mail: cpcc.eupolcops@eeas.europa.eu Tel: +32 2584 3289		

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 and Invited third 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) 9084/13 and (30 April 2013).

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 to propose candidates for the following international Visiting Experts' positions for EUBAM Rafah, 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).

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

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

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

Availability – To undertake any other administrative tasks related with the competencies, responsibilities and functions of the respective position within the Mission, as required by the Head of the 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 Member States.

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

Driver's licence – Be in possession of a valid - including Mission area - civilian driver license for motor vehicles (Category C or equivalent is now required to drive armoured vehicles in Israel, and it is therefore highly desirable).

Computer Skills – Skills in word processing, spreadsheet and E-mail 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.

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

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

Language skills – knowledge of Arabic or Hebrew will be an asset.

C. Essential documents for candidates

Passport – The participants must obtain a passport from the respective national authorities valid for at least 1 year.

Visas – Member States and selected candidates 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 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 States. A copy of this certification must accompany deployed seconded/contracted personnel.

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 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 considered to be most suitable will be short-listed and interviewed by phone, before the final selection is made.

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

Border Management Adviser VE01	
Location: Tel Aviv	Availability: 1 November 2014 – 19 December 2014 and 5 January 2105 – 31 April 2015
Security clearance level: EU Secret	Employment Regime: Seconded
Reporting line: The Border Expert	Open to Third Contributing States: No

Tasks and responsibilities:

- Help EUBAM develop, together with General Authority on Borders and Crossings (GABC) counterparts, a Palestinian Authority Border Catalogue based on the international standards and best practices;
- Under the HoM's supervision and in consultation with the mission's advisers, delivers a programme of training courses on border management in accordance with international best practices;
- Help EUBAM advise and assist GABC in the development of basic, specialized and career development training curricula;
- Help EUBAM develop an approach to training that is GABC-led and sustainable;
- Assist GABC in identifying and exploiting interagency coordination and mutual support opportunities in the field of Borders and Crossings, in particular in those areas that support the development of a culture of joint operations;
- Support EUBAM in assessing the requirements for equipment and infrastructure related to GABC training and advise accordingly;
- Advice EUBAM on assisting in the development of a Regulatory Framework, comprising internal administrative policies, procedures, regulations and internal controls, aimed at ensuring the effective, efficient and transparent use of resources within GABC;
- Advice EUBAM on assisting in the design and implementation of an optimal organisational structure for GABC and provide support in the drafting of job descriptions for all managerial positions.

Qualifications and experience:

- University degree or formal training in Police Management, Political Science, International Relations, Social Sciences or Public Administration, when the normal duration of university education is at least 4 years;
- Relevant and proven professional experience in the field of IBM, including at least 5 years at management level progressively;
- Experience in the field of training;
- Knowledge of border management and the related broader Rule of Law issues; including an understanding of Human Rights, refugees' and internally displaced persons' rights, migration and the criminal justice chain (from police to prison);
- Experience in strategic analyses, planning and reporting as well as a sound understanding of operational implications;
- Experience in dealing with the coordination of public institutions at ministerial level;
- Experience in identifying needs and designing training strategies related to IBM;
- 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.

Advantageous

- 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.

Border Police Adviser VE 02	
Location: Tel Aviv	Availability: 1 November 2014 – 19 December 2014 and 5 January 2105 – 31 April 2015
Security clearance level: EU Secret	Employment Regime: Seconded
Reporting line: The Border Expert	Open to Third Contributing States: No

Tasks and responsibilities:

- Under the HoM's supervision, supports missions' advisers in the development of administrative functions within GABC Border Police, based on international best practices and standards and coherent with the Mission's overall approach, to the development of their capacity to redeploy to an international crossing point, using Rafah Crossing Point (RCP) as a model.
- Help EUBAM staff in advising on the design and implementation of an organisational framework for the GABC to support the organisation's operational tasks and responsibilities;
- Assist EUBAM in the provision of advice on the drafting of job descriptions for all managerial positions and/or job classes in the GABC;
- Advise EUBAM staff in assisting in the identification, selection and implementation of hard and soft technologies (e.g. computer equipment, ERP software) to enhance the operational effectiveness of the GABC;
- Under the supervision of HoM, supports mission staff in advising on logistics at RCP in accordance with international best practices to ensure application of the relevant logistics regulations;
- Help EUBAM in assessing the requirements for planning, budgeting and procuring border management-related equipment and infrastructure for GABC in general and RCP in particular.

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 Public Administration, Business Administration, Management or other relevant subject
OR
- Successful completion of equivalent studies delivered by a national policing, law enforcement, security or military organisation;
- Experience in administration development at central level, preferably in a border management agency;
- Demonstrated ability in developing administrative systems, policies and procedures;
- Good organisational, planning and time-management skills;
- Computer literate, with knowledge of word-processing, spread sheet, financial management and ERP software applications;
- Good interpersonal skills with the 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);

Advantageous

- 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.

Border Customs Adviser VE03	
Location: Tel Aviv	Availability: 1 November 2014 – 19 December 2014 and 5 January 2105 – 31 April 2015
Security clearance level: EU Secret	Employment Regime: Seconded
Reporting line: The Customs Expert	Open to Third Contributing States: No

Tasks and responsibilities

- Under HoM supervision, supports EUBAM to deliver a programme of training courses, in consultation with the EUBAM HoM, on customs checks and controls applied at border crossings in accordance with international best practices to ensure application of the customs regulations, protection of citizens, trade facilitation and revenue collection;
- Help EUBAM to support the development and implementation of a GABC-owned IBM type strategy, to be applied at the Rafah crossing;
- Supports EUBAM to deliver training on customs checks and control methodologies related to classification of goods, origin, valuation, post clearance, auditing, intellectual property rights, dangerous goods, supply chain security and simplified procedures;
- Assist EUBAM in providing advice on the design and implementation of an optimal organisational structure for customs and provide support in the drafting of job descriptions for managerial positions, or job classes, within the Customs Department/Branch of GABC;
- Help the mission in assisting the GABC in the identification, selection and implementation of hard and soft technologies (e.g. computer equipment, ERP software) to enhance the operational effective of the Customs administration;
- Help EUBAM design and deliver tailored training courses on administration-related subjects for all levels of the Customs administration.

Qualifications and experience

- Successful completion of National attested studies relevant to the job description and delivered by a national policing, law enforcement, security or military organisation;
- At least 5 years of relevant and proven professional experience in the field of Customs procedures, checks and controls after having completed his/her studies;
- Qualified instructor in Customs-related subjects;
- Experience in designing training course and training modules;
- International experience on customs operations and enforcement matters;
- 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;
- Very good level of written and spoken English.

Advantageous

- 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.