



## SECONDED NATIONAL EXPERT - JOB PROFILE

### Analyst in the Risk Analysis Unit

#### (Operations Division)

#### Description of the role of the entity in Frontex:

The task of the Risk Analysis Unit is to provide the foundation for Frontex operational action, as well as to deliver analytical knowledge on the current external borders security situation to EU Member States, Schengen Associated Countries, the Council and the Commission.

The Unit is divided into three Sectors:

- The Sector "Strategic Analysis" deals with regular information exchange on illegal migration with Member States and other partners, and delivers periodical and tailored analytical products in order to support strategic level decision-making regarding management of EU external borders.
- The Sector "Operational Analysis" deals with intelligence collection and provides support to Frontex coordinated joint operations and pilot projects through the provision of operational analysis based products, lately also including the processing of personal data in accordance with art.11c of the Frontex Regulation.
- The Sector "Analytics" supports the analytical sectors in the ad-hoc and bespoke exploration of data and intelligence and in the provision and development of geospatial services. The ultimate objective of the sector is to improve the timeliness and quality of the knowledge managed by the Risk Analysis Unit.

#### Tasks and responsibilities:

Reporting to the Head of Sector Operational Analysis, the main tasks and responsibilities of the Analyst will be as follows:

- Providing analytical support in the planning, operational phase, and final evaluations of joint operations and pilot projects;
- Deliver tailored, high quality analysis on the nature and scope of illegal migration and associated cross-border criminal activities;
- Collecting and processing the necessary data according to the best practices in the field;
- Preparing risk assessments, reports, letters, briefing notes and responses to enquiries;
- Supporting the organization of meetings, workshops, seminars and network cooperation in the field of unit/sector activities;
- Supporting and implementing the working cooperation with other Frontex units/sectors promoting the best practices and knowledge-sharing;
- Maintaining the relevant analytical files on the database and guaranteeing the archiving of files;
- Contribute to the sector activities in particular by contributing to the implementation of the tasks assigned in the Programme of Work.

#### Selection criteria (Professional qualifications and experience required):

##### Essential:

- At least five years of professional experience and proven knowledge in the areas described in the job duties;
- Proven knowledge of analytical techniques and tools and professional experience of their practical application;
- Practical knowledge and expertise in intelligence analysis;
- Ability to develop hypotheses on illegal immigration and associated cross-border criminal activities, identify intelligence gaps and make recommendations for further action;
- Excellent command of English, both oral and written;

- Report writing skills;
- Excellent command of Microsoft Office applications.

**Assets:**

- Familiarity with issues related to irregular migration;  
Familiarity with Frontex framework and activities.

**Selection criteria (personal skills):**

**Essential:**

- Work to deadlines on multiple tasks;
- Strong sense of initiative, responsibility and flexibility;
- Ability to work under pressure and respond to changes in a rapidly evolving work environment;
- Excellent communication skills;
- Experience in working in a multicultural and multi-professional environment.