Ministero dell'Interno

DIPARTIMENTO DELLA PUBBLICA SICUREZZA

DIREZIONE CENTRALE PER GLI AFFARI GENERALI DELLA POLIZIA DI STATO

ALLA SEGRETERIA DEL DIPARTIMENTO DELLA PUBBLICA SICUREZZA
Ufficio Affari Generali e Personale ROMA
Ufficio Analisi, Programmi e Documentazione ROMA
Ufficio Ordine Pubblico ROMA
Ufficio Relazioni Esterne e Cerimoniale ROMA
Segreteria Tecnica del Programma Operativo
"Sicurezza per lo Sviluppo del Mezzogiorno d'Italia" ROMA
Ufficio per i servizi tecnico-gestionali della Segreteria del Dipartimento ROMA

- ALL'UFFICIO PER L'AMMINISTRAZIONE GENERALE DEL DIPARTIMENTO DELLA PUBBLICA SICUREZZA ROMA

- ALL'UFFICIO PER IL COORDINAMENTO E LA PIANIFICAZIONE DELLE FORZE DI POLIZIA ROMA

- ALL'UFFICIO CENTRALE ISPETTIVO SEDE

- ALL'UFFICIO CENTRALE INTERFORZE PER LA SICUREZZA PERSONALE ROMA

- ALLA DIREZIONE CENTRALE DELLA POLIZIA CRIMINALE ROMA

- ALLA DIREZIONE CENTRALE DELLA POLIZIA DI PREVENZIONE ROMA

- ALLA DIREZIONE CENTRALE PER LA POLIZIA STRADALE, FERROVIARIA, DELLE COMUNICAZIONI E PER I REPARTI SPECIALI DELLA POLIZIA DI STATO ROMA

- ALLA DIREZIONE CENTRALE DELL'IMMIGRAZIONE E DELLA POLIZIA DELLE FRONTIERE ROMA

- ALLA DIREZIONE CENTRALE PER I SERVIZI ANTIDROGA ROMA

- ALLA DIREZIONE CENTRALE DELLE RISORSE UMANE SEDE

- ALLA DIREZIONE CENTRALE PER GLI ISTITUTI DI ISTRUZIONE SEDE

- ALLA DIREZIONE CENTRALE DI SANITA' ROMA

- ALLA DIREZIONE CENTRALE DEI SERVIZI TECNICO-LOGISTICI - E DELLA GESTIONE PATRIMONIALE SEDE

- ALLA DIREZIONE CENTRALE DEI SERVIZI DI RAGIONERIA ROMA

- ALLA DIREZIONE INVESTIGATIVA ANTIMAFIA ROMA

- ALLA DIREZIONE CENTRALE - ANTICRIMINE DELLA POLIZIA DI STATO ROMA

Ministero dell'Interno

DIPARTIMENTO DELLA PUBBLICA SICUREZZA
DIREZIONE CENTRALE PER GLI AFFARI GENERALI DELLA POLIZIA DI STATO

559/A/1/131.14.24.7 Roma, (*data del protocollo)*

OGGETTO: MISSIONE EULEX KOSOVO.
2 - 2016 CALL FOR CONTRIBUTIONS.

L'EUROPEAN EXTERNAL ACTION SERVICE (S.E.A.E.) HA RESO NOTO DI AVER AVVIATO, NELL'AMBITO DELLA MISSIONE EULEX KOSOVO, LE PROCEDURE PER RICOPRIRE LE SEGUENTI POSIZIONI:

- UN POSTO DI **CHIEF REGIONAL ADVISOR NORTH** – (REF. EK 30228 SECONDED), RISERVATO AI VICE QUESTORI AGGIUNTI DELLA POLIZIA DI STATO;
- UN POSTO DI **CHIEF OF ORGANISED CRIME INVESTIGATION UNIT** – (REF. EK 30135 – SECONDED), RISERVATO AGLI ISPETTORI SUPERIORI (S.U.P.S. E SOST. COMM.) E AGLI ISPETTORI CAPO DELLA POLIZIA DI STATO;
- UN POSTO DI **ADVISOR TO KP DIRECTOR BORDERS** – (REF. EK 30128 SECONDED), RISERVATO AGLI ISPETTORI SUPERIORI (S.U.P.S. E SOST. COMM.) E AGLI ISPETTORI CAPO DELLA POLIZIA DI STATO;
- UN POSTO DI **JOINT OPERATIONS OFFICER/POLICE** – (REF. EK 30036 SECONDED), RISERVATO AL RUOLO DEGLI ISPETTORI E AL RUOLO DEI SOVRINTENDENTI DELLA POLIZIA DI STATO;
- UN POSTO DI **MULTIFACETED TEAM BORDER POLICE ADVISOR**– (REF. EK 30227 SECONDED), RISERVATO AL RUOLO DEI SOVRINTENDENTI DELLA POLIZIA DI STATO;
- UN POSTO DI **EU OFFICE FOR CRIMINAL INTELLIGENCE DESK OFFICER/OFFICE MANAGER** – (REF. EK 30125 SECONDED), RISERVATO AL RUOLO DEI SOVRINTENDENTI E AL RUOLO DEGLI ASSISTENTI E AGENTI DELLA POLIZIA DI STATO;

REQUISITI GENERALI

- OTTIMA CONOSCENZA DELLA LINGUA INGLESE, SCRITTA E PARLATA;
- AVER RIPORTATO NEGLI ULTIMI DUE RAPPORTI INFORMATIVI UN GIUDIZIO NON INFERIORE ALLA VALUTAZIONE DI "OTTIMO";
- NON AVER RIPORTATO SANZIONI DISCIPLINARI SUPERIORI AL RICHIAMO SCRITTO;

- NON ESSERE SOTTOPOSTO AD ALCUN PROCEDIMENTO DISCIPLINARE E/O PENALE E NON AVER RIPORTATO CONDANNE PENALI.

LA DESCRIZIONE DELLA POSIZIONE E' IN LINGUA INGLESE, COSÌ COME I REQUISITI SPECIFICI RICHIESTI CHE SARANNO CONSULTABILI SUL PORTALE "DOPPIAVELA".

LA RELATIVA *"APPLICATION FORM"*, REPERIBILE SUL MEDESIMO PORTALE, DOVRÀ ESSERE COMPILATA INTEGRALMENTE CON SISTEMI DI VIDEOSCRITTURA E TRASMESSA SIA IN FORMATO "PDF" (CON FIRMA LEGGIBILE DEL CANDIDATO) SIA IN FORMATO "WORD".

I CANDIDATI POTRANNO CHIEDERE DI ESSERE SELEZIONATI SOLO PER LE POSIZIONI INDICATE E CON ESPRESSO RIFERIMENTO ALLA TIPOLOGIA "SECONDED". NON VERRANNO ACCETTATE DOMANDE CHE INDICHINO LA DISPONIBILITA' PER POSIZIONI NON PREVISTE DALLA PRESENTE NOTA.

LE ISTANZE DOVRANNO ESSERE TRASMESSE, SENZA RITARDO ALCUNO, CON IL PARERE DEL DIRIGENTE DELL'UFFICIO, CHE DOVRA' VALUTARE ED ATTESTARE IL POSSESSO DEI REQUISITI GENERALI SUINDICATI, CON ESPLICITO RIFERIMENTO AI RAPPORTI INFORMATIVI ED AI PROCEDIMENTI PENALI E/O DISCIPLINARI.

L'INVIO DELLE DOMANDE DOVRA' ESSERE EFFETTUATO VIA E-MAIL, INDEROGABILMENTE **ENTRO LE ORE 12 DEL 14 LUGLIO 2016** AI SEGUENTI INDIRIZZI:

- **RUOLO COMMISSARI:**
  SERVIZIO DIRIGENTI, DIRETTIVI ED ISPETTORI - 1^ DIVISIONE DELLA DIREZIONE CENTRALE PER LE RISORSE UMANE, INDIRIZZO EMAIL: **sddi1.missioni@interno.it.;**

- **RUOLO ISPETTORI:**
  SERVIZIO DIRIGENTI, DIRETTIVI ED ISPETTORI - 2^ DIVISIONE DELLA DIREZIONE CENTRALE PER LE RISORSE UMANE, INDIRIZZO EMAIL: **sddi-2@interno.it;**

- **RUOLO SOVRINTENDENTI E RUOLO ASSISTENTI ED AGENTI:** SERVIZIO SOVRINTENDENTI, ASSISTENTI ED AGENTI - 2^ DIVISIONE SEZIONE MISSIONI ED ASSEGNAZIONI SPECIALI DELLA DIREZIONE CENTRALE PER LE RISORSE UMANE , INDIRIZZO EMAIL: **dipps.ssaa.ass.spec.rm@interno.it.**

I CITATI UFFICI, NEL TRASMETTERE LE CANDIDATURE AL MINISTERO DEGLI AFFARI ESTERI, AVRA' CURA DI SPECIFICARE L'INTENZIONE, CON LA PARTECIPAZIONE ALLA PRESENTE CALL FOR CONTRIBUTIONS, DI PORRE A DISPOSIZIONE DELLA MISSIONE SOLO SEI APPARTENENTI ALLA POLIZIA DI STATO.

SI PRECISA CHE LE SELEZIONI IN ARGOMENTO NON COSTITUISCONO UNA PROCEDURA CONCORSUALE.

SI PREGA DI DARNE LA MASSIMA DIFFUSIONE TRA IL PERSONALE E DI TRASMETTERE TEMPESTIVAMENTE LE EVENTUALI ISTANZE, SOLO IN CASO DI EFFETTIVO POSSESSO DEI REQUISITI PRESCRITTI.

PEL CAPO DELLA POLIZIA - DIRETTORE GENERALE DELLA PUBBLICA SICUREZZA – IL DIRETTORE CENTRALE DISPENZA.

Position: Chief Regional Advisor North	Employment Regime: Seconded	Post Category:
Ref. Number: EK 30228 Confirmed Vacancies: 1 Pending Vacancies: 0	Location: Western Balkans Region (Kosovo)	Availability: Sep 2016
Division/Department/Unit: Strengthening Division/ Advisory Unit Police and Border Matters/KP North Regional Directorate	Security Clearance Level: EU CONFIDENTIAL of equivalent	Open to Contributing Third States: Yes

Reporting Line:

The Chief Regional Advisor North reports to the Advisor to Deputy Director General Operations

Main Tasks and Responsibilities:

- To deliver the relevant elements of the Belgrade/Pristina Dialogue through the MMA of the KP Regional Commanders and their Regional Teams in Mitrovica;
- To operationalise – within his/her field of responsibility – the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) in the area of monitoring, mentoring and advising (MMA);
- To direct and supervise the work of the Regional Advisor and Station Advisors in the KP north Regional Directorate to ensure it delivers on the Mission mandate and tasks as set out in planning documents, the MIP and instructions issued by the Advisor to Deputy Director General Operations;
- To support the Mission´s efforts in addressing areas of structural weaknesses in the performance and accountability of the respective counterparts through improvement strategies, organisational change processes, strengthening/reviewing legislation, structural safeguards or similar corrective measures ("institutional" MMA);
- To contribute to the implementation of the Mission´s policies by assertive MMA in the field of serious organised crime, potential political interference and corruption, human rights and gender, etc.;
- To guide and advise on the establishment of necessary policies, directives, documentation, administrative and operational requirements at the regional level and in compliance with relevant legislation and in line with the Mission mandate and priorities;
- To provide technical, tactical and constructive advice in mentoring and monitoring the Regional Commander regarding planning for police operations and, in case of need, correct improper decisions in line with the Mission mandate and priorities;
- To liaise with relevant international stakeholders operating into the Region at the appropriate level;
- To coordinate and monitor the implementation of the programs and projects run in the region;
- To undertake any other related tasks as requested by the Advisor to Deputy Director General Operations

Mission Specific
- Driving license of category C;
- Staff member is expected, subject to national caveat to live in the north;
- Authorised to carry and issued a personal weapon.

Education and Experience:

Essential

- Successful completion of university studies with a normal duration of at least 3 years attested by a diploma at Bachelor's level – equivalent to level 6 in the European Qualifications Framework and the first cycle under the framework of qualifications of the European Higher Education Area;
  OR
- Equivalent and attested Police or/and Military education.
  AND
- After having fulfilled the education requirements, a minimum of 10 years of relevant professional experience within an EU Member State or Mission contributing authority, no more than 5 years from the point of application.

Specification of Education and Experience

- The above mentioned university degree must be in at least one of the following fields of expertise: Social Sciences, Political Sciences, Business Administration, Programme Management, or other related field;
- Senior Law Enforcement Officer;
- Strong knowledge and understanding of Intelligence Lead Policing;
- At least 5 years of experience at senior management level in command of a district or specialist department (indicative management supervising 80 staff members);
- Knowledge of and experience in project management;
- Ability to perform under stress and in difficult circumstances.

Desirable

- International experience, particularly in crisis areas with multi-national and international organisations.

Position: Chief of Organised Crime Investigation Unit	**Employment Regime:** Seconded	
Ref. Number: EK 30135 Confirmed Vacancies: 1 Pending Vacancies: 0	**Location:** Western Balkans Region (Kosovo)	**Availability:** Sep 2016
Division/Department/Unit: Executive Division / Executive Criminal Investigations Department/ Organised Crime Investigation Unit	**Security Clearance Level:** EU SECRET or equivalent	**Open to Contributing Third States:** Yes

Reporting Line:

The Chief of Organised Crime Investigation Unit reports to Head of Executive Criminal Investigations Department.

Main Tasks and Responsibilities:

- To direct and supervise the work of the Organised Crime Investigations Unit;
- To perform tasks of the Head of Executive Criminal Investigations Department in his/her absence;
- To provide effective management of human, financial and physical resources of the Head of Executive Criminal Investigations Department (ECID) and oversee administrative activities;
- To respond to the operational requirements of the Head of Executive Criminal Investigations Department, and with other components of the ECID in ensuring the development, preparation, timely submission and coordination/monitoring of work plans, strategies and programmes for the activities of the (ECID);
- To provide clear and concise information to the Head of the Executive Criminal Investigations Department regarding Serious and Organised Crime and Counter Terrorism investigation results;
- To coordinate the activities within the area of serious and organised crime investigations and counter terrorism investigations;
- To represent the Unit in various Working Groups (WG), meetings and other events;
- To monitor the developments of the local legislation and to prepare inputs researches for the future amendments and/or establishing of the new required legislation to improve the work if the Head of Executive Criminal Investigations Department;
- To carry out other duties in support of the Head of Executive Criminal Investigations Department in order to consolidate (ECID)'s work with the Mission strategic plans and goals;
- To undertake any other related tasks as required by the Head of Executive Criminal Investigations Department.

Mission Specific
- Authorised to carry and issued a personal weapon.

Education and Experience:

Essential
- Successful completion of university studies with a normal duration of at least 3 years attested by a diploma at Bachelor's level – equivalent to level 6 in the European Qualifications Framework and the first cycle under the framework of qualifications of the European Higher Education Area;
  OR
- Equivalent and attested Police or/and Military education.
  AND

- After having fulfilled the education requirements, a minimum of 11 years of relevant professional experience.

Specification of Education and Experience

- The above mentioned university degree must be in at least one of the following fields of expertise: Law Enforcement, Law, Police Science or other related fields;
- At least 5 years of management experience in investigations posts;
- Background in investigations, technical and operational support, experience in coordinating complex joint operations including different specialised units;
- Experience in cooperation and liaison with international law enforcement agencies;
- Substantial experience of commanding operational policing activity (including inter alia arrest and search operations);
- Indicative rank: Captain or equivalent;
- Knowledge of applicable laws and regulations regarding Covert Measures and combating Organised Crime.

Desirable

- Experience in leading Organised Crime Investigations Units;
- Good understanding of the political, cultural and security situation of the Balkans, in particular Kosovo;
- Substantial knowledge of the functioning of the EU and in particular CSDP Missions;
- International experience, particularly in crisis areas with multi-national and international organisations;
- Very good knowledge and/or experience in strategic management and/or public administration;
- Very good interpersonal and communication skills, both written and oral;
- Ability to perform under stress and in difficult circumstances;
- Previous experience of managing / investigating Counter Terrorism Investigations.

Position: Advisor to KP Director Borders	**Employment Regime:** Seconded	
Ref. Number: EK 30218 Confirmed Vacancies: 1 Pending Vacancies: 0	**Location:** Western Balkans Region (Kosovo)	**Availability:** Sep 2016
Division/Department/Unit: Strengthening Division/ Advisory Unit Police and Border Matters / Kosovo Police – Central Advisors	**Security Clearance Level:** EU CONFIDENTIAL or equivalent	**Open to Contributing Third States:** Yes

Reporting Line:

The Advisor to KP Director Borders reports to the Advisor to the Deputy Director General Operations.

Main Tasks and Responsibilities:

- To act as direct counterpart and main day-to-day advisor to the Director of Kosovo Border Police and the management team, recommend correction/intervention as appropriate;
- To operationalize the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) in the area of monitoring, mentoring and advising (MMA) at the central and regional levels, including the National Centre for Border Management;
- To lead at the operational level in the normalization process between Belgrade and Pristina regarding MUP and KBP liaison;
- To ensure they deliver on the Mission mandate and tasks as set out in planning documents, the MIP and instructions issued by the HoM;
- To ensure timely and accurate reporting and information flow as per planning documents, including the MIP and other reports of the Mission;
- To advise on the introduction of simplified procedures and effective risk analysis selectivity profiling and targeting systems and the application of one stop controls, coordinated/joint border controls, effective exchange of information and cross border cooperation/operations;
- To ensure compliance with instructions by the Mission management;
- To report accurately on progress and lack of progress through established procedures, including:
- To ensure the implementation of the Mission´s policies by assertive MMA in the field of potential political interference and corruption, human rights and gender, etc.;
- To contribute proactively to the Mission`s established cross-cutting mechanisms for cross-division/department/units cooperation in the key areas of his/her authority;
- To undertake any other related tasks as requested by the Advisor to the Deputy Director General Operations.

Education and Experience:

Essential

- Successful completion of University studies with a normal duration of at least 3 years attested by a diploma at Bachelor's level - equivalent to level 6 in the European Qualifications Framework and the first cycle under the framework of qualifications of the European Higher Education Area
  OR
- Equivalent and attested police or/and military education or training
  AND
- After having fulfilled the education requirements, a minimum of 8 years of relevant professional experience.

Specification of Education and Experience

- The above mentioned university degree must be in at least one of the following fields of expertise: Law, Business or Public Administration, Management or other related university studies;
- Professional experience with Border and immigration issues, including experience in a senior management position within a European Union Police Administration;
- A proven track record in relevant areas of Police including operational experience in International Border Management and Monitoring Mission, as well as law enforcement;
- Trained, authorised and equipped with firearm for deployment in the north of Kosovo;
- Driving license of category C.

Desirable

- Substantial knowledge of the functioning of the EU and in particular CSDP Missions;
- Good understanding of the political, cultural and security situation of the Balkans, in particular Kosovo;
- International experience, particularly in crisis areas with multi-national and international organisations;
- Ability to perform under stress and in difficult circumstances;
- Knowledge of Albanian and/or Serbian language.

Position: Joint Operations Officer /Police	**Employment Regime:** Seconded	
Ref. Number: EK 30036 Confirmed Vacancies: 5 Pending Vacancies: 1	**Location:** Western Balkans Region (Kosovo)	**Availability:** 3 in Sep 2016 1 in Oct 2016 1 in Nov 2016 1 in Dec 2016
Component/Department/Unit: Office of the Chief of Staff/ EULEX KOSOVO Joint Operation Room	**Security Clearance Level:** EU SECRET	**Open to Contributing Third States:** No

Reporting Line:

The Joint Operations Officer - Police reports to the Chief of Joint Operations Room, while coordinating closely with the Deputy Head of Executive Division (Head of Executive Police).

Main Tasks and Responsibilities:

- To act as Duty Police Commander on behalf of the Head of Executive Police during silent hours;
- To report without delay serious incidents in line with planning documents and to be responsible for the Mission's response during the initial phase in case of critical incidents, while alerting all relevant staff in line with the relevant SOPs;
- To oversee the continuous maintenance, execution and evaluation of protocols related executive police operations or incidents;
- To manage and coordinate actions between Police Units and other units/departments/divisions/ organisations;
- To collect, compile, analyse, assess and disseminate - jointly with the Joint Operations Officer/SSD - information relevant for Executive Police activities as well other relevant developments for the implementation of the Mission mandate as well as the general security situation, including the analysis of relevant trends;
- To contribute to planning activities of the Executive Police;
- To monitor the EULEX KOSOVO communication channels as well as those of Kosovo Police, KFOR and other relevant organisations and prepare accurate reports for the chain of command through the established JOR reporting lines;
- To liaise with all relevant international and local counterparts, collate and verify information received in policing area of expertise;
- To maintain close daily cooperation with the Liaison/Coordination Officers in the Office of the Deputy Head of Executive Division (Head of Executive Police);
- To assist Joint Operation Officers/SSD as required;
- To undertake any other related task as requested by Chief of Joint Operations Room.

Education and Experience:

Essential

- Successful completion of university studies with a normal duration of at least 3 years attested by a diploma at Bachelor's level – equivalent to level 6 in the European Qualifications Framework and the second cycle under the framework of qualifications of the European Higher Education Area;
  OR
- Equivalent and attested Police or/and Military education.
  AND
- After having fulfilled the education requirements, a minimum of 7 years of relevant professional experience with at least 3 years of experience in management level.

Specification of Education and Experience

- The above mentioned university degree must be in at least one of the following fields of expertise: Social Sciences, Law Enforcement, Law, Public Administration, or other related university studies;
- Senior Law Enforcement Officer/Command level;
- At least 1 year of experience as manager of a joint operations room or similar structure in a security organisation;
- Experience in planning security and/or police operations;
- Experience in planning and implementing projects;
- Very good analytical, organisational, planning, and time-management skills;
- 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.

Desirable

- International experience, particularly in crisis areas with multi-national and international organisations;
- Very good knowledge and/or experience in strategic management and/or public administration;
- Ability to perform under stress and in difficult circumstances;
- Experience in handling classified information;
- Good understanding of the political, cultural and security situation of the Balkans.

Position: Multifaceted Team Border Police Advisor	**Employment Regime:** Seconded	
Ref. Number: EK 30227 Confirmed Vacancies: 2 Pending Vacancies: 0	**Location:** Western Balkans Region (Kosovo)	**Availability:** Sep 2016
Component/Department/Unit: Strengthening Division/ Advisory Unit Police and Border Matters / Multifaceted Mobile Team	**Security Clearance Level:** EU CONFIDENTIAL or equivalent	**Open to Contributing Third States:** Yes

Reporting Line:

The Multifaceted Mobile Team Border Police Advisor reports to the Multifaceted Mobile Team Coordinator.

Main Tasks and Responsibilities:

- To work as a Multifaceted Mobile Team Border Police Officer travelling within the area of operations to advise on or review current Kosovo Police (KP) procedures and providing advice and direction to KBP on strategic level;
- Providing policy advice and technical expertise from a multi-disciplinary perspective on a variety of border police related practices and management issues, particularly on matters related to the management of the border crossings, administrative boundary line and cross border inter agency co-operation;
- Expected to work as part of a multifaceted team lead functional activity within the field of their expertise;
- Expected to work as part of a multifaceted team support Police and Customs advisors in their functional activity;
- To review the documented policies in Kosovo Border Police (KBP), looking closely at the code of ethics and provide a Strategic Risk Assessment;
- To conduct specific thematic inspections and performance assessment tasks on Kosovo Border Crossing Points and Stations in support of the Mission´s efforts to address areas of structural weaknesses; including in the areas of potential political interference, corruption, human rights, gender and accountability;
- Assessing the achievements of Kosovo Border Police in meeting the benchmarks set in the Visa Liberalisation Roadmap and providing assistance in such activities when needed;
- Assisting Kosovo Border Police with the implementation of the agreements reached through the Dialogue between Belgrade and Pristina;
- Assisting Kosovo Border Police with the implementation of international and bilateral principles and agreements in relation to Border Management in cooperation with neighbouring countries through the existing Coordination Centres;
- To MMA Kosovo Border Police on principles and agreements between Belgrade and Pristina (e.g. participation in meetings);
- To ensure timely and accurate reporting and information flow as per planning documents, including the MIP and other reports of the Mission;
- Liaising with other stakeholders providing technical and policy advice on border security and management issues;
- Establish and maintaining contacts with other organisations monitoring and compiling an overview of their border-related activities and identifying possible partners;
- To undertake any other related tasks as requested by the Chain of Command.

Education and Experience:

Essential

- Successful completion of University studies with a normal duration of at least 3 years attested by a diploma at Bachelor's level - equivalent to level 6 in the European Qualifications Framework and the first cycle under the framework of qualifications of the European Higher Education Area
  OR
- Equivalent and attested police or/and military education or training
  AND
- After having fulfilled the education requirements, a minimum of 6 years of relevant professional experience possibly in Border Police matters.

Specification of Education and Experience

- The above mentioned university degree must be in at least one of the following fields of expertise: Law, Business or Public Administration, Management or other related university studies;
- Proven experience in specialised areas: Schengen Borders Code and Integrated Border Management;
- Proven experience as facilitator in cross border meetings related to international Border/Boundary agreements;
- Good understanding of Intelligence Lead Policing;
- Trained, authorised and equipped with firearm for deployment in the north of Kosovo;
- At least 3 years of experience at management level;
- Ability to perform under stress and in difficult circumstances;
- Driving license of category C.

Desirable

- Substantial knowledge of the functioning of the EU and in particular CSDP Missions;
- International experience, particularly in crisis areas with multi-national and international organisations in the field of Border Policing ;
- Good understanding of the political, cultural and security situation of the Balkans, in particular Kosovo and Western Balkans;
- Knowledge of Albanian and/or Serbian language.

Position: EU Office for Criminal Intelligence Desk Officer/Office Manager	**Employment Regime:** Seconded	
Ref. Number: EK 30125 Confirmed Vacancies: 1 Pending Vacancies: 0	**Location:** Western Balkans Region (Kosovo)	**Availability:** Jan 2017
Component/Department/Unit: Executive Division/Executive Criminal Investigations Department/ EU Office for Criminal Intelligence/Analytical and Technical Office	**Security Clearance Level:** EU SECRET	**Open to Contributing Third States:** No

Reporting Line:

The EU Office for Criminal Intelligence Desk Officer/Office Manager reports to the Chief of EU Office for Criminal Intelligence (EUOCI).

Main Tasks and Responsibilities:

- To contribute, on the operational level and in his/her field of expertise, to the Mission mandate implementation in line with the CONOPS, OPLAN and Mission Implementation Plan (MIP) in the area the Mission executive mandate;
- To act as the focal point for receiving, developing and disseminating information/intelligence in accordance with the EUOCI policy;
- To maintain records in order to assist in the provision of information management;
- To provide quality control and to ensure that it complies with the EUOCI policy;
- To act as the Office Manager with direct responsibility for the daily operations of the EUOCI and to be the Line Manager for staff in the Research Cell;
- To maintain and develop a wide range of contacts with individuals and organisations;
- To liaise with Regional Intelligence Officer;
- To ensure timely and accurate reporting and information flow as per planning documents, including the MIP and other reports of the Mission;
- To undertake any other related tasks requested by the Chief of EUOCI.

Education and Experience:

Essential

- A level of secondary education attested by a diploma complemented by Police training.
  AND
- After having fulfilled the education requirements, a minimum of 5 years of relevant professional experience.

Specification of Education and Experience

- Extensive and progressive professional experience in intelligence issues and/or complex data.

Desirable

- Good understanding of the political, cultural, historical and security situation of the Balkans, in particular Kosovo;
- International experience, particularly in crisis areas with multi-national and international organisations;
- Very good interpersonal and communication skills, both written and oral;
- Ability to perform under stress and in difficult circumstances;

- Substantial knowledge of the functioning of the EU and in particular CSDP Missions;
- Experience with EUROPOL information exchange mechanisms;
- Experience in criminal intelligence.