



Ministero dell'Interno

DIPARTIMENTO DELLA PUBBLICA SICUREZZA

DIREZIONE CENTRALE PER GLI AFFARI GENERALI DELLA POLIZIA DI STATO

OGGETTO: FRONTEX – CALL FOR SECONDED NATIONAL EXPERT.
(SNE/2017/18).

L'AGENZIA FRONTEX DELL'UNIONE EUROPEA CON SEDE A VARSAVIA HA RESO NOTO DI AVER AVVIATO LE PROCEDURE PER RICOPRIRE LA SEGUENTE POSIZIONE DI ESPERTO NAZIONALE DISTACCATO (SNE), PER UN PERIODO INIZIALE DI 3 ANNI RINNOVABILI:

- **OTTO POSTI DI OPERATIONAL EXPERTS IN JOINT OPERATIONS UNIT (SNE/2017/18)**, DA RISERVARE AI VICE QUESTORI AGGIUNTI E AI COMMISSARI CAPO DELLA POLIZIA DI STATO.

REQUISITI GENERALI

- OTTIMA CONOSCENZA DELLA LINGUA INGLESE;
- AVER RIPORTATO NEGLI ULTIMI DUE RAPPORTI INFORMATIVI UN GIUDIZIO NON INFERIORE ALLA VALUTAZIONE DI "OTTIMO";
- NON AVER RIPORTATO SANZIONI DISCIPLINARI SUPERIORI AL RICHIAMO SCRITTO, A MENO CHE NON SIA INTERVENUTA LA RIABILITAZIONE AI SENSI E PER GLI EFFETTI DELL'ART. 87 DEL D.P.R. 10 GENNAIO 1957, N. 3;
- 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 IN FORMATO "PDF" (CON FIRMA LEGGIBILE DEL CANDIDATO).

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.



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DIPARTIMENTO DELLA PUBBLICA SICUREZZA

DIREZIONE CENTRALE PER GLI AFFARI GENERALI DELLA POLIZIA DI STATO

L'INVIO DELLE DOMANDE DOVRA' ESSERE EFFETTUATO VIA E-MAIL, INDEROGABILMENTE **ENTRO LE ORE 12.00 DEL 13 NOVEMBRE 2017** AL SEGUENTE INDIRIZZO:

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

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

SI PREGA DI DARE LA MASSIMA DIFFUSIONE ALLA PRESENTE COMUNICAZIONE 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 – PREFETTO DISPENZA.

SECONDED NATIONAL EXPERT - JOB PROFILE

Operational Expert - 8 positions

(current assignment of the positions: Joint Operations Unit)

Reporting to the Head of Unit and under the supervision of the respective Head of Sector the main duties related to these positions are:

- Being part of one or more operational/project teams with the role of team leader or team member, contributing to the Frontex coordinated activities at the external borders of the EU (may require frequent travelling/ missions to external EU borders for several weeks);
- Supporting team/project activities, in particular in terms of implementation of the specific Plan of Operations, by working in a team in the area of responsibility assigned by the hierarchical line managers, ensuring consequent coordination of all sub-activities;
- Providing hierarchical line managers and other team members with expertise on tactical and practical aspects of border control according to the Schengen Border Code and inter-related Coast Guard Functions, countering cross-border crimes, promoting high level implementation of fundamental rights, best practices and knowledge-sharing;
- Supporting and managing operational and technical activities in terms of identification of needs, activity initiation, development and implementation, reporting and closing-up, in accordance with the directions and tasking provided by the hierarchical line managers (e.g. preparation of reports, project templates, written communications, briefing notes and answers to enquiries, organising meetings, workshops and seminars, and maintaining cooperation in the field of assigned activities).
- Following latest developments, technologies, methods, practices in the potential areas of activities in Member States and in Third Countries;
- Contributing positively to good working cooperation environment within relevant internal and external stakeholders.

Essential professional qualifications, competencies and experience required:

- At least 5-year experience in management and/or implementation of operational activities in the area of law enforcement, preferably border- and/or coast-guarding;
- Good command of English (CEFR level B2 or equivalent) and IT proficiency in Microsoft applications - Word, Outlook, Excel and PowerPoint;
- Knowledge of Schengen Border Code, IBM concept of EU, Frontex operational activities, standards and practices of EU human rights policies;
- Experience in planning, implementing, evaluating operational activities and/or related projects;
- Experience in management of operational activities in the field from local up to central level;
- Experience of working in international teams;
- Experience in combating different types of cross-border crime including cooperation with other law enforcement authorities.

Assets:

- Having received appropriate professional training related to the above mentioned areas, including training in EU and international law, in particular on the Schengen Border Code, practical training on issues of fundamental rights and access to international protection;
- Experience in leading teams of experts in border control activities;
- Basic knowledge of intelligence concepts and processes related to border control;
- Knowledge on the European public administration environment (in particular the inherent budgetary process).

Personal skills & competencies required:

- Ability to apply methodical approach to proceed gradually and in a systematic manner;
- Time management skills and an ability to relate with people of different cultural and professional background whilst maintaining impartiality and objectivity;
- Ability to respect the specific confidentiality requirements and the sensitivity connected to the specific tasks of the job;
- Ability to work independently and under pressure whilst keeping quality and diligence in carrying out the abovementioned tasks.

This application form is specifically created only for this selection procedure. It shall be:

1. **Downloaded and opened in a PDF reader** – the recommended version is the Adobe Acrobat Reader DC (*version 2017.009.20044*). You may download this free version here: <https://get.adobe.com/uk/reader/>. Opening the file and working only in a browser is not supported.
2. **Filled in electronically** in English language.
3. **Fields, where you may enter your input, are highlighted in light blue colour.** Fields marked with an asterisk (*) indicate a required input.
4. When entering dates, **the only accepted format is DD/MM/YYYY** (if you use different format, e.g. DD-MM-YYYY or DD.MM.YYYY, the automatic calculation fields may not display the calculations correctly).
5. You should be concise – **the space for your input is limited by the size of the text boxes.**
6. In case you have any issues with filling/saving this form, you may write to us at sne-recruitment@frontex.europa.eu.

FRONTEX APPLICATION FORM - SNE/2017/18

MY PERSONAL DATA

1. First (given) name*	<input type="text"/>	2. Surname (family name)*	<input type="text"/>
3. Gender*	<input type="text"/>	4. Date of birth*	<input type="text"/>
5. Address (street / number / post office code / city / country)*	<input type="text"/>		6. Telephone number (including int'l prefix)*
7. E-mail address (to be used for communication)*	<input type="text"/> <p>Make sure that this e-mail address is correctly entered and frequently monitored by you as it will be used by Frontex to communicate with you regarding your application.</p>		

THE POST / POSITION I AM APPLYING FOR IN FRONTEX

8. Position / Business title	Type of position	Please mark your choice*
Operational Experts (SNE) JOU	Seconded National Expert	<input type="text"/>

INFORMATION AND DECLARATIONS ON MEETING THE ELIGIBILITY CRITERIA (CHECKLIST)

9.	Currently, I possess a citizenship of the following one of the Member States of the European Union or one of the Schengen Associated Countries (primary citizenship)*	<input type="text"/>
10.	Currently, I possess a second citizenship of the following country	<input type="text"/>
11.	Currently, I am enjoying full rights as a citizen of the following one of the Member States of the European Union or one of the Schengen Associated Countries*	<input type="text"/>
12.	Currently, I possess a professional experience of at least three years in administrative, legal, scientific, technical, advisory or supervisory functions*	<input type="text"/>
13.	I possess a thorough knowledge of the following language of the EU (my main EU language)*	<input type="text"/>
14.	I possess a satisfactory knowledge of another language of EU to the extent necessary for the performance of duties*	<input type="text"/>

INFORMATION AND DECLARATIONS ON MY PROFESSIONAL EXPERIENCE

Starting with your present or last post / position, list in retrospective order some details of your previous and/or current working experience longer than 3 months which you deem are the most relevant for the post / position you are applying for. In case you wish to list additional working experience you may add additional information on your other working experience in Annex II at the end of the application form.

	Organisation – name (including city and country)	% of full time	Period of employment		Calculated length
			Start date (DD/MM/YYYY)	End date (DD/MM/YYYY)	
15.a		%			
	Type of business or sector				
	Job title or position held				
	Main activities and responsibilities				

	Organisation – name (including city and country)	% of full time	Period of employment		Calculated length
			Start date (DD/MM/YYYY)	End date (DD/MM/YYYY)	
15.b		%			
	Type of business or sector				
	Job title or position held				
	Main activities and responsibilities				

15.c	Organisation – name (including city and country)	% of full time	Period of employment		Calculated length
			Start date (DD/MM/YYYY)	End date (DD/MM/YYYY)	
		%			
	Type of business or sector				
	Job title or position held				
	Main activities and responsibilities				

15.d	Organisation – name (including city and country)	% of full time	Period of employment		Calculated length
			Start date (DD/MM/YYYY)	End date (DD/MM/YYYY)	
		%			
	Type of business or sector				
	Job title or position held				
	Main activities and responsibilities				

15.e	Organisation – name (including city and country)	% of full time	Period of employment		Calculated length
			Start date (DD/MM/YYYY)	End date (DD/MM/YYYY)	
		%			
	Type of business or sector				
	Job title or position held				
	Main activities and responsibilities				

15.f	Organisation – name (including city and country)	% of full time	Period of employment		Calculated length
			Start date (DD/MM/YYYY)	End date (DD/MM/YYYY)	
		%			
	Type of business or sector				
	Job title or position held				
	Main activities and responsibilities				

MEETING THE PROFESSIONAL SELECTION CRITERIA

This section provides you with an opportunity to clearly explain how well you meet or exceed professional requirements. Use real examples / tasks you have performed / goals achieved and quantification wherever possible. These statements are mainly used to assess your suitability for the post / position. You should be concise – the space for your input is limited by the size of the text boxes below.

16.1	<p>At least 5-year experience in management and/or implementation of operational activities in the area of law enforcement, preferably border- and/or coast-guarding</p> <p>Explain in more detail how you meet or exceed this professional requirement:</p>	
16.2	<p>Good command of English both verbally and in written (CEFR level B2 or equivalent) and IT proficiency in Microsoft applications - Word, Outlook, Excel and PowerPoint</p> <p>Explain in more detail how you meet or exceed this professional requirement:</p>	
16.3	<p>Knowledge of Schengen Border Code, IBM concept of EU, Frontex operational activities, standards and practices of EU human rights policies</p> <p>Explain in more detail how you meet or exceed this professional requirement:</p>	

16.4	<p>Experience in planning, implementing, evaluating operational activities and/or related projects</p> <p>Explain in more detail how you meet or exceed this professional requirement:</p>	
16.5	<p>Experience in management of operational activities in the field from local up to central level</p> <p>Explain in more detail how you meet or exceed this professional requirement:</p>	
16.6	<p>Experience of working in international teams</p> <p>Explain in more detail how you meet or exceed this professional requirement:</p>	

<p>16.7</p>	<p>Experience in combating different types of cross-border crime including cooperation with other law enforcement authorities</p> <p>Explain in more detail how you meet or exceed this professional requirement:</p>	
<p>16.8</p>	<p>Having received appropriate professional training related to the above mentioned areas, including training in EU and international law, in particular on the Schengen Border Code, practical training on issues of fundamental rights and access to international protection</p> <p>Explain in more detail how you meet or exceed this professional requirement:</p>	
<p>16.9</p>	<p>Experience in leading teams of experts in border control activities</p> <p>Explain in more detail how you meet or exceed this professional requirement:</p>	

16.10	Basic knowledge of intelligence concepts and processes related to border control	
	<p>Explain in more detail how you meet or exceed this professional requirement:</p>	
16.11	Knowledge on the European public administration environment (in particular the inherent budgetary process)	
	<p>Explain in more detail how you meet or exceed this professional requirement:</p>	

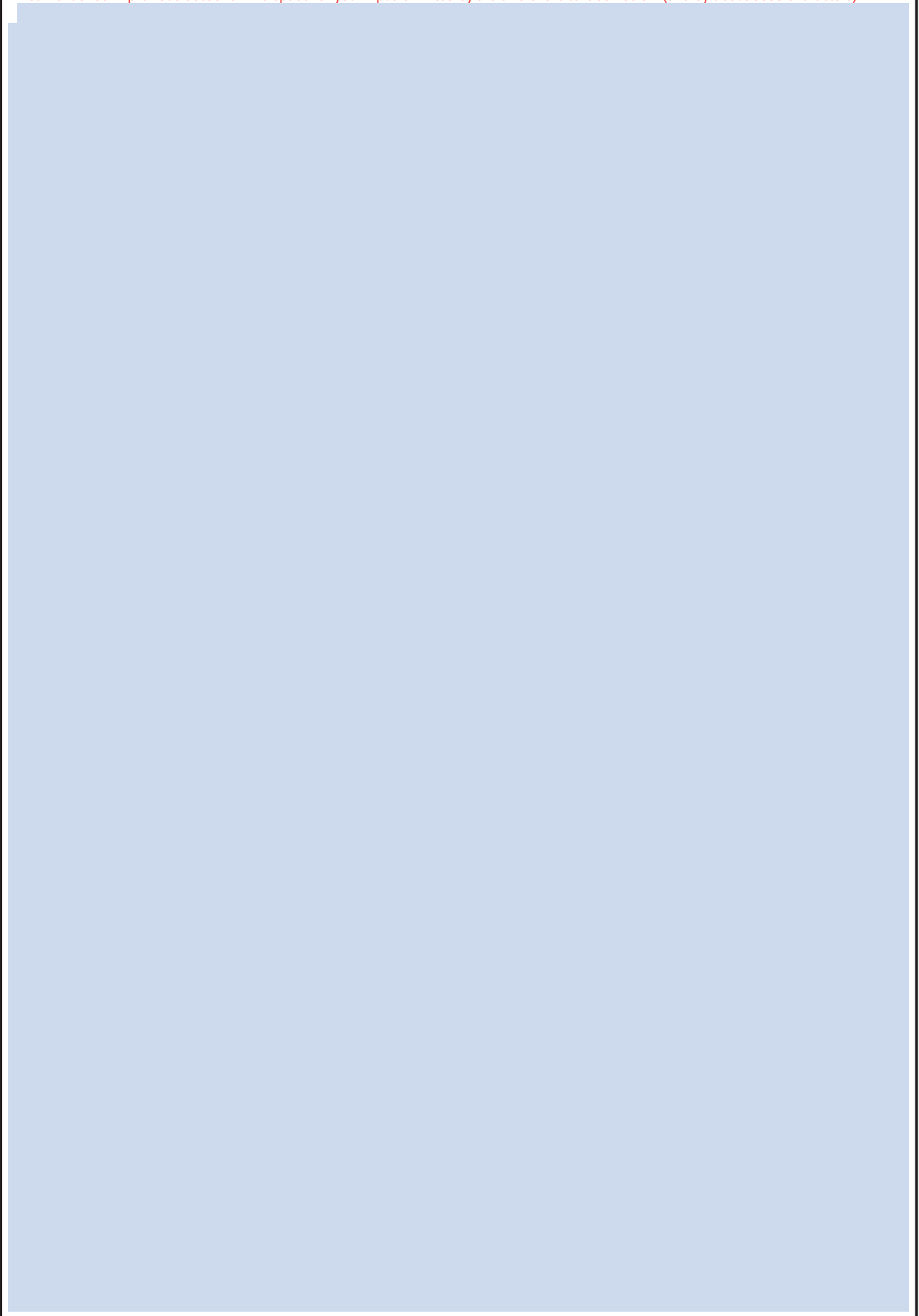
REFERENCES

This section gives you an opportunity to provide us with the names and contact details of up to three most recent professional-reference persons - not relatives, preferably your direct superiors - who may be later on contacted by Frontex to provide professional reference on you and / or to confirm statements made by you.

17. Persons to provide professional reference on my skills, competences, achievements and conduct		
a	Name and surname	
	Relation / position	
	E-mail contact	
	Phone number	
b	Name and surname	
	Relation / position	
	E-mail contact	
	Phone number	

18. MOTIVATION LETTER*

This page provides you with an opportunity to explain your application (why do you think you fit the post / position) by any additional information not mentioned in previous sections. The space for your input is limited by the size of the text box below (and by about 6000 characters).



19. My availability date (or the notice period required by my employer)

20. Have you ever applied for any other Frontex post? If yes, please indicate for which one.

21. Have you ever been security cleared for an access to classified information? If yes, please indicate when, to which level and the validity of the clearance.

Please do not submit your application to Frontex unless you have fully read and understood the information contained in the Call for SNEs and you have assured that the data you have entered in this application are correct.

ONCE YOU COMPLETE AND VERIFY YOUR APPLICATION DO NOT SIGN OR SCAN THIS APPLICATION FORM – INSTEAD, SAVE IT IN A PDF FILE (INDICATING YOUR SURNAME IN THE NAME OF THE FILE). Your application should be submitted to Frontex via Permanent Representation of your Members State following the appropriate national procedure (in line with applicable Frontex SNE rules).

BY SUBMITTING YOUR APPLICATION YOU ARE DEEMED TO HAVE MADE THE FOLLOWING DECLARATIONS

22. I declare that all the information provided above and in Annexes I and II by me are, to the best of my knowledge, true, correct and complete on the date of the submission of my application.

I further declare that:

- I am currently a national of a member state of the European Union or a Schengen Associated Country.
- I am aware that my application must be supported by my national authorities in a form of an Employer Authorisation (Form 1A).
- I undertake to submit, as soon as requested by Frontex, any documents in support of the above statements and declarations.
- I am fully aware that any false or incorrect statement or omission, even if unintended on my part, may lead to my lower scoring during the evaluation, refusal or non-eligibility of my application or may render my employment with Frontex liable to a termination.
- I am aware that candidates put in a reserve list may, eventually, be offered a secondment of a similar profile.

ANNEX I

Information on my relevant studies or education

I have completed post-secondary education attested by a diploma as follows

23.

Diploma type		Diploma awarded on	
Name of the school / university, city			
From an EU Member State		From another country	
Diploma type		Diploma awarded on	
Name of the school / university, city			
From an EU Member State		From another country	

I have completed university studies attested by a diploma as follows

24.

Studied from		Final date of diploma	
Standard length of studies		Studied full/ part time	
Diploma type			
Diploma title (in English)			
Principal subjects			
Name of the school / university, city			
From an EU Member State		From another country	
Studied from		Final date of diploma	
Standard length of studies		Studied full/ part time	
Diploma type			
Diploma title (in English)			
Principal subjects			
Name of the school / university, city			
From an EU Member State		From another country	
Studied from		Final date of diploma	
Standard length of studies		Studied full/ part time	
Diploma type			
Diploma title (in English)			
Principal subjects			
Name of the school / university, city			
From an EU Member State		From another country	

ANNEX II (optional) - additional information on my other working experience

	Organisation – name (including city and country)	% of full time	Period of employment		Calculated length
			Start date (DD/MM/YYYY)	End date (DD/MM/YYYY)	
25.a					
	Type of business or sector				
	Job title or position held				
	Main activities and responsibilities				

	Organisation – name (including city and country)	% of full time	Period of employment		Calculated length
			Start date (DD/MM/YYYY)	End date (DD/MM/YYYY)	
25.b					
	Type of business or sector				
	Job title or position held				
	Main activities and responsibilities				

	Organisation – name (including city and country)	% of full time	Period of employment		Calculated length
			Start date (DD/MM/YYYY)	End date (DD/MM/YYYY)	
25.c					
	Type of business or sector				
	Job title or position held				
	Main activities and responsibilities				

	Organisation – name (including city and country)	% of full time	Period of employment		Calculated length
			Start date (DD/MM/YYYY)	End date (DD/MM/YYYY)	
25.d					
	Type of business or sector				
	Job title or position held				
	Main activities and responsibilities				