

EUROPEAN EXTERNAL ACTION SERVICE



Annex 1

European Union Rule of Law Mission in Kosovo (EULEX KOSOVO) 3-2020 Call for Contributions						
Organisation:	European Union Rule of Law Mission in Kosovo (EULEX KOSOVO)					
Job Location:	Western Balkans Region (Kosovo)					
Job Titles/ Vacancy Notice:	Ref.:	Name of the Post	Pending	Confirmed	Total Vacancies	Availability
	<u>Seconded</u>					
	EK 40025	Joint Operations Officer/ Police	0	3	3	ASAP
	EK 40033	Legal Officer (Operations)	0	1	1	ASAP
	EK 40051	Informant Handler	0	1	1	ASAP
	EK 40053	Intelligence Analyst	0	1	1	ASAP
	EK 40056	IT Administrator	0	1	1	ASAP
	EK 40059	Operations Officer of the International Police Cooperation Unit	0	1	1	ASAP
	EK 40092	War Crimes Monitor (Analytical)	0	1	1	ASAP

	EK 40098	Thematic Lead Monitor-Gender Based Violence	0	1	1	ASAP
	EK 40099	Thematic Lead Monitor-Hate Crimes	0	1	1	ASAP
	EK 40102	Thematic Lead Monitor-Corruption Offences	0	1	1	ASAP
	EK 40158	Chief Close Protection Unit	0	1	1	ASAP
	EK 40161	Mission Security Officer	0	2	2	ASAP
	EK 40200	Senior Customs & Integrated Border Management Adviser	0	1	1	ASAP
	EK 40201	Customs & Integrated Border Management Adviser	0	1	1	ASAP

	<u>Seconded/Contracted</u>					
Job Titles/ Vacancy Notice:	EK 40016	Integrated Approach Advisor	0	1	1	ASAP
	EK 40048	Forensic Anthropologist/ Identification Coordinator	0	1	1	ASAP
	EK 40116	Procurement Officer	0	1	1	ASAP
	EK 40125	Weapons & Firearms Instructor / Armorer	1	0	1	01 Mar 21
	EK 40146	Cybersecurity Analyst and Incident Responder	0	1	1	ASAP
	EK 40203	Freedom of Movement Advisor	0	1	1	ASAP
	EK 40205	Advisor to the Chief Prosecutor of the Mitrovica Basic Prosecution Office	0	1	1	ASAP

Deadline for Applications:	31 December 2020, 17:00 hrs CET (Brussels time)
Applications must be submitted to:	<p><u>1 - For seconded candidates by EU Member States:</u> https://goalkeeper.eeas.europa.eu/registrar/</p> <p><u>2 - For contracted candidates from EU Member States:</u> https://goalkeeper.eeas.europa.eu/registrar/DPA/357/details.do</p> <p><u>3 - For seconded and contracted candidates from Contributing Third States:</u> cpcc.eulexkosovo@eeas.europa.eu</p>
Information:	<p>For questions from the National Authorities please contact the Civilian Planning and Conduct Capability (CPCC)</p> <p>Mr Andre Konze cpcc.eulexkosovo@eeas.europa.eu</p>

Seconded Personnel – For seconded positions, only personnel nominations received through official channels from EU Member States/contributing third States (contributing States) will be considered. Contributing States will bear all personnel-related costs for seconded personnel, including salaries, medical coverage, travel expenses to and from the Mission area (including home leave) and allowances other than those paid according to the Council documents 7291/09 (10 March 2009) and 9084/13 (30 April 2013). Personnel seconded from contributing third States are not entitled to receive allowances paid according to the Council documents 7291/09 (10 March 2009) and 9084/13 (30 April 2013).

Contracted Personnel – The Mission may recruit international staff on a contractual basis as required, through an employment contract. The employment contract with the Mission establishes the conditions of employment, rights and obligations, remuneration, allowances, travel and removal expenses and the applicable high risk insurance policy.

Documents supporting educational qualifications and work experience should be accompanied by certified translations of the original documents in the English language, if issued in another language, in accordance with the European Commission Guidelines for Lifelong Learning, which ensures transparency in higher education and fair and informed judgements about qualifications.

Tour of Duty Period – Subject to the adoption of another Council Decision extending the Mission mandate and approving the appropriate Budgetary Impact Statement, the duration of the deployment should be of 12 months.

The Civilian Operations Commander requests that contributing States propose candidates for the following international staff positions for EULEX KOSOVO, according to the requirements and profiles described below:

A. Essential Requirements

Contributing 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 an EU Member State or of a contributing third State.

Integrity – The candidates must maintain the highest standards of personal integrity, impartiality and self-discipline within the Mission; they 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; they shall carry out their duties and act in the interest of the Mission.

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

Flexibility and Adaptability – The candidates must be able to work in arduous conditions with a limited network of support and with unpredictable working hours and a considerable workload. They must have the ability to work professionally as a member of a team, in task forces and working groups with mixed composition (e.g. civilian and military staff) and be able to cope with extended separation from family and usual environment.

Availability – The candidates must be able 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 Mission. In line with the Head of Mission's intent to increase the footprint in the north and in addition to those advertised positions which explicitly state that the staff member should live in the north, other staff members subsequently deployed to the region after their arrival are expected to be ready to live in the north.

Physical and Mental Health – The candidates must be 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 contributing States.

Language Skills¹ – The candidates must be fully fluent in written and spoken English. Report writing skills are especially needed. Knowledge of local languages will be an asset.

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

Training – MISSIONWISE² or equivalent.

¹ Common European Framework of References for Languages

Education – European Qualifications Framework (EQF)³.

Driving Licence – The candidates must be in possession of a valid – including Mission area – civilian driving licence for motor vehicles (Category B or equivalent). They must also be able to drive any 4-wheel-drive vehicle. Category C driving licence is desirable or as specified in the respective job description.

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

B. Recommended Requirements

Knowledge of the EU Institutions – The candidates should have good knowledge of the EU Institutions and international standards, particularly related to the Common Foreign and Security Policy (CFSP), including the Common Security and Defence Policy (CSDP).

Knowledge of the Mission Area – The candidates should have good knowledge of the history, culture, social and political situation of the region as well as of the police, judiciary and governmental structures.

Training and Experience – The candidates should have attended a Civilian Crisis Management Course or have participated in a CSDP Mission.

C. Essential Documents and Equipment for Selected Candidates

Passport – The selected candidates must obtain a passport from their respective national authorities. If possible, a Service Passport or Diplomatic Passport should be issued.

Visas – Contributing 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.

Personnel Security Clearance (PSC) – The selected candidates will have to be in possession of the necessary level of Personnel Security Clearance (PSC) as specified in the respective job description. For seconded experts, the original certificate of the national security clearance or a proof of the initiation of the process must accompany them upon deployment. For contracted experts, the process will be initiated by the Mission upon deployment. For both seconded and contracted experts, access to EUCI will be limited to RESTRICTED until the issuance of their national security clearance.

² <https://webgate.ec.europa.eu/eeas/security-e-learnings>

³ <https://ec.europa.eu/ploteus/content/descriptors-page>

Certificate/Booklet of Vaccination – The selected candidates must be in possession of a valid certificate/booklet of vaccination showing all vaccinations and immunisations received. They also must be vaccinated according to the required immunisations for the Mission area.

Medical Certificate – The selected candidates should undergo an extensive medical examination and be certified medically fit for Mission duty by a competent authority from the contributing State. 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. CPCC encourages contributing States and European Institutions 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 most suitable candidates will be shortlisted 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 for interviews, the contributing State will bear any related costs.

The selection of candidates who are working for other civilian CSDP Missions at the time of their application will be subject to an impact assessment taking into account the operational needs of the CSDP Missions concerned.

Information on the Outcome – Contributing States and contracted candidates (applying for seconded/contracted positions) will be informed about the outcome of the selection process after its completion. The indicative period of the interviews is during the month of January and February 2021.

E. Data Protection

The EEAS, and its Directorate CPCC processes personal data pursuant to Regulation (EU) 2018/1725 on the protection of natural persons with regard to the processing of personal data by the EU institutions and bodies and on the free movement of such data, as implemented in the EEAS by the Decision of the High Representative of the Union for Foreign Affairs and Security Policy of 8 December 2011. The Privacy statement is available on the EEAS website.

F. Job Descriptions

The current reporting lines of the following job descriptions might be subject to modification based on operational requirements and in line with the principles set out in the Operation Plan (OPLAN).

Position: Joint Operations Officer/ Police	Employment Regime: Seconded	
Ref. Number: EK 40025 Confirmed Vacancies: 3 Pending Vacancies: 0	Location: Western Balkans Region (Kosovo)	Availability: ASAP
Pillar/Department/Unit: Office of the Chief of Staff/ Chief of Staff Office/ Joint Operations Room (JOR)	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Joint Operations Officer/ Police reports to the Chief of Joint Operations Room, while coordinating closely with the Head of Operations Pillar.

2. Main Tasks and Responsibilities:

- To act as Duty Police Commander on behalf of the Head Operations Pillar 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 Standard Operating Procedures;
- To oversee the continuous maintenance, execution and evaluation of protocols related to Operations Pillars activities or incidents;
- To manage and coordinate actions between Operations Pillar units and other units/departments/ /organisations;
- To liaise with all relevant international and local counterparts, collate and verify information received in policing area of expertise;
- To undertake any other related task as requested by Chief of Joint Operations Room.

3. Specific Tasks and Responsibilities:

- To collect, compile, analyse, assess and disseminate - jointly with the Joint Operations Officer / Safety and Security Department (SSD) - information relevant for Operations Pillar 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 Operations Pillar;
- 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 maintain close daily cooperation with the Liaison/Coordination Officers in Head Operations Pillar;

- To assist Joint Operation Officers / SSD as required.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree; The qualification should be in any of the fields of Law, Law Enforcement, Social Sciences, Public Administration or other related university studies OR equivalent and attested police or/and military education; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the educational requirements;
- Experience in planning security and/or police operations;
- Experience in planning and implementing projects.

5. Essential Knowledge, Skills and Abilities:

- 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.

6. Desirable Qualifications and Experience:

- Experience in strategic management and/or public administration;
- Experience in handling classified information.

7. Desirable Knowledge, Skills and Abilities:

- Very good knowledge in strategic management and/or public administration;
- Ability to perform under stress and in difficult circumstances.

Position: Legal Officer (Operations)	Employment Regime: Seconded	Post Category:
Ref. Number: EK 40033 Confirmed Vacancies: 1 Pending Vacancies: 0	Location: Western Balkans Region (Kosovo)	Availability: ASAP
Pillar/Department/Unit: Office of the Chief of Staff/ Human Rights and Legal Office	Security Clearance Level: EU CONFIDENTIAL*	Open to Contributing Third States: Yes

*For candidates of Third Contributing States the equivalent national security clearance will be accepted.

1. Reporting Line:

The Legal Officer Operations reports to the Head of Human Rights and Legal Office.

2. Main Tasks and Responsibilities:

- To contribute in assessing local legislative/normative/regulatory frameworks, including in respect of legal policy, legislative drafting needs, legislative and legal policy capacity building and legislative priorities and identify areas requiring improvement/reform in line with the CONOPS, OPLAN and Mission Implementation Plan (MIP);
- To support the Head of Human Rights and Legal Office regarding identified host state needs and recommended support by the Mission;
- To provide input to the development and regular updating of the Mission Implementation Plan by supporting the identification of the Mission's operational requirements;
- To support host state authorities as directed by the Head of Human Rights and Legal Office;
- In coordination with the Planning and Reporting Office, to closely coordinate with other EU/international actors involved in this field;
- To support the Unit's contribution to the Mission's internal and external reporting against benchmarking, also assessing the consistency and sustainability of Mission training activities across time, and to provide recommendations for the improvement of Mission performance;
- To contribute to the Mission induction training of Mission personnel as required;
- To identify and report on lessons and best practices within the field of responsibility;
- To undertake any other related tasks as required by the Head of Human Rights and Legal Office.

3. Specific Tasks and Responsibilities:

- To provide input to the support tasks for the operational mandate of the mission.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the

European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree; The qualification should be in the field of Law; AND

- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Ability to perform under stress and in difficult circumstances;

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multi-national and international organisations;
- Post-graduate degree in law and successful completion of any related national legal qualification examinations;
- Experience in the field of legislative/normative/regulatory reforms in a post-conflict situation.

7. Desirable Knowledge, Skills and Abilities:

- *N/A*

Position: Informant Handler	Employment Regime: Seconded	
Ref. Number: EK 40051 Confirmed Vacancies: 1 Pending Vacancies: 0	Location: Western Balkans Region (Kosovo)	Availability: ASAP
Pillar/Department/Unit: Operations Pillar/ Criminal Intelligence & Cooperation Unit/ Office of the Head of Criminal Intelligence and Cooperation Unit	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Informant Handler reports to the Head of Criminal Intelligence and Cooperation Unit.

2. 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).
- To identify, recruit and manage informants (covert human intelligence source);
- To liaise with other Mission Units, other law enforcement agencies and police agencies, and other organisations to gather information;
- To liaise with international law enforcement authorities outside Kosovo;
- To ensure that the identity of the informants remains protected while providing the law enforcement authorities with evidential information required;
- To ensure that applicable laws, the Criminal Procedure Code and the regulation regarding covert measures are applied to the handling of the informant;
- To develop and manage cover stories for the protection of the informant;
- To manage expenses related to Covert Human Sources;
- To undertake any other related tasks as requested by the Head of Criminal Intelligence and Cooperation Unit.

3. Specific Tasks and Responsibilities:

N/A

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree. The qualification should be in any of the following fields of expertise: Law Intelligence, Criminology, Policing Studies or other related university studies OR an equivalent police or/and military education;
- A minimum of 10 years of relevant professional police experience or experience in a similar/relevant field, after having fulfilled the education requirements;

- Extensive and progressive professional experience in criminal intelligence, handling of covert human intelligence sources and criminal investigation fields;
- Extensive experience in the field of informant handling, source expenses and relevant technical equipment.

5. Essential Knowledge, Skills and Abilities:

- Previous experience of working in criminal intelligence and/or informant handling;
- Authorised to carry and issued a personal weapon if seconded or prepared to be trained and issued a personal firearm if contracted.

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multi-national and international organisations
- Experience in criminal intelligence and/or informant handling in Kosovo.

7. Desirable Knowledge, Skills and Abilities:

- Ability to perform under stress and in difficult circumstances;
- Knowledge of Albanian and/or Serbian Languages.

Position: Intelligence Analyst	Employment Regime: Seconded	
Ref. Number: EK 40053 Confirmed Vacancies: 1 Pending Vacancies: 0	Location: Western Balkans Region (Kosovo)	Availability: ASAP
Division/Department/Unit: Operations Pillar/ Criminal Intelligence and Cooperation Unit/ Analytical and Technical Office	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Intelligence Analyst reports to the Head of Criminal Intelligence and Cooperation Unit.

2. 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);
- To conduct telephone and financial data analysis as necessary;
- To maintain an overview of individual operations and give provide input for on-going intelligence collection through the development of intelligence collection plans and the tasking of intelligence officers;
- To present results of analysis in the most appropriate format giving recommendations for action – in particular through the production of target packages for dissemination to operational law enforcement teams;
- To assist in the development of best practices for the handling and use of intelligence both within the office and with stakeholders;
- 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 as requested by the Head of Criminal Intelligence and Cooperation Unit.

3. Specific Tasks and Responsibilities:

- To collate, analyse and develop intelligence from a variety of sources relating to Persons of Interest in line with the Mission Mandate;
- To produce as necessary, strategic assessments intended to give an overview of Persons of Interest in line with the Mission Mandate.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree. The qualification should be in any of the following fields of expertise: Law

Intelligence, Criminology, Social Sciences, Mathematics or other related university studies OR an equivalent and attested police or/and military education;

- A minimum of 8 years of relevant professional experience, after having fulfilled the education requirements;
- Extensive and progressive professional experience in intelligence issues and/or complex data.

5. Essential Knowledge, Skills and Abilities:

- Ability to acquire useful information from a variety of sources and good writing skills for drafting accurate reports;
- Working knowledge of i2 products (iBase and analyst notebook);
- Comprehensive knowledge of analytical techniques;
- Sound understanding of intelligence processes, both tactical and strategic.

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multi-national and international organisations;
- Experience in criminal intelligence.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Albanian and/or Serbian language;
- Very good interpersonal and communication skills, both written and oral;
- Ability to perform under stress and in difficult circumstances.

Position: IT Administrator	Employment Regime: Seconded	
Ref. Number: EK 40056 Confirmed Vacancies: 1 Pending Vacancies: 0	Location: Western Balkans Region (Kosovo)	Availability: ASAP
Division/Department/Unit: Operations Pillar/ Criminal Intelligence and Cooperation Unit/ Analytical and Technical Office	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The IT Administrator reports to the Head of Criminal Intelligence and Cooperation Unit.

2. Main Tasks and Responsibilities:

- To maintain the internal Criminal Intelligence and Cooperation Unit (CICU) computer network;
- To perform regular back-ups of the Analytical and Technical Office computerised information;
- To ensure regular downloads of external databases to the intelligence network in line with agreements between the CICU and database managers;
- To maintain the contact with software suppliers to the CICU database and manage the service and maintenance agreement;
- To act as the point of contact for IT and communication issues between the CICU and the other Mission Units and KFOR;
- To maintain contact with Technical Services in the Mission Support Department for all IT issues related to the Unit;
- To maintain and manage the CICU IT security policy;
- To provide advice and guidance to officers using IT systems in the CICU;
- To provide similar services as above to other units;
- To undertake any other related tasks as requested by the Head of CICU.

3. Specific Tasks and Responsibilities:

N/A

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree; The qualification should be in the field of IT OR equivalent Police/Military Academy education;
- A minimum of 5 years of relevant professional experience, after having fulfilled the educational requirements;

- Extensive and progressive professional experience in management of servers (including SQL), TCP/IP protocols.

5. Essential Knowledge, Skills and Abilities:

- Knowledge of and experience with IT security systems.

6. Desirable Qualifications and Experience:

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

7. Desirable Knowledge, Skills and Abilities:

- Driving license of Category C;
- Working knowledge of i2 products (iBase and Analyst notebook).

Position: Operations Officer of International Police Cooperation Unit	Employment Regime: Seconded	
Ref. Number: EK 40059 Confirmed Vacancies: 1 Pending Vacancies: 0	Location: Western Balkans Region (Kosovo)	Availability: ASAP
Pillar/Department/Unit: Operations Pillar/ Criminal Intelligence and Cooperation Unit/ International Police Cooperation Unit	Security Clearance Level: EU CONFIDENTIAL*	Open to Contributing Third States: Yes

*For candidates of Third Contributing States the equivalent national security clearance will be accepted.

1. Reporting Line:

The Operations Officer of the International Police Cooperation Unit reports to the Team Leader of International Police Cooperation Unit.

2. 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) and ensuring relations with Interpol and Europol;
- To provide relevant support for the operational requirements of the Head of Criminal Intelligence and Cooperation Unit, and of other Units;
- 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 as requested by the Team Leader of International Police Cooperation Unit.

3. Specific Tasks and Responsibilities:

- To maintain cooperation and communication with the competent services of INTERPOL, EUROPOL and Kosovo Police International Police Cooperation Unit (ILECU);
- To cooperate with Kosovo Police (KP) offices and judicial authorities regarding vehicle crime matters;
- To maintain the database associated with requests to and from the Criminal Intelligence and Cooperation Unit, KP offices and INTERPOL, EUROPOL, ILECU and third countries;
- To manage everyday routine operation and services of the INTERPOL NCB and future ERUOPOL 'national contact point'.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in

the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree in the field of Law, Political, Social Sciences, Public Administration or other related fields OR equivalent and attested police or/and military education;

- A minimum of 5 years of relevant professional experience in International Police Cooperation, after having fulfilled the education requirements;
- At least 5 years of working experience with INTERPOL, EUROPOL, SIRENE, Bi-lateral cooperation and with mutual assistance;
- Senior Law Enforcement Officer;
- Background in organised crime investigations and experience of the intelligence function, international policing experience, international cooperation agreements.

5. Essential Knowledge, Skills and Abilities:

- Working knowledge of cooperating with other entities (FRONTEX, SELEC centres, ILECU project, embassies, etc.);
- Proficient with access into the I-24/7 INTERPOL database and SIENA system;
- Very good interpersonal and communication skills, both written and oral.

6. Desirable Qualifications and Experience:

- Authorised to carry and issued a personal weapon.

7. Desirable Knowledge, Skills and Abilities:

- Ability to perform under stress and in difficult circumstances;
- Readiness to work in Pristina or Mitrovica.

Position: War Crimes Monitor (Analytical)	Employment Regime: Seconded	
Ref. Number: EK 40092 Confirmed Vacancies: 1 Pending Vacancies: 0	Location: Western Balkans Region (Kosovo)	Availability: ASAP
Pillar/Department/Unit: Monitoring Pillar/Case Monitoring Unit	Security Clearance Level: EU CONFIDENTIAL*	Open to Contributing Third States: Yes

*For candidates of Third Contributing States the equivalent national security clearance will be accepted.

1. Reporting Line:

The War Crime Monitor (Analytical) reports to the Chief of the Case Monitoring Unit.

2. Main tasks and responsibilities:

- To conduct monitoring activities in full compliance with the Mission mandate;
- To monitor, analyse and report on requested issues pertaining to the situation in the Area of Responsibility (AoR), in line with the various components of the Mission mandate;
- To contribute to the production of accurate reports and to make recommendations for improvement, as necessary;
- To report on the findings both in qualitative and quantitative terms and to include analysis, comments and suggestions in the reporting;
- To assist, advise and update the Line Management on critical or emergency events in areas covered by the Mission mandate that require immediate action/reaction by Line Management;
- To offer peer-to-peer advice to local counterparts;
- To undertake any other related tasks as requested by the Chief of Case Monitoring Unit.

3. Specific Tasks and Responsibilities:

- To establish and implement a monitoring system of the investigative actions and processes conducted by Kosovo Police in relation to war crime cases (both to those handed over by WCIU and new ones) to track the progress towards Mission's objectives and provide accurate and timely information to guide management decisions;
- To provide analytical products as directed;
- To focus the monitoring on strategic, tactical and operational level on cases prone to political interference, of a sensitive inter-ethnic nature or with human rights concerns;
- To provide advice to the respective institutions, if necessary, as part of the robust monitoring;
- To adhere to the basic following criteria for the selection of cases to be prioritized:
- EULEX KOSOVO risk assessments when handing over the cases to Kosovo authorities;

- connections to EULEX KOSOVO legacy and impact of the investigation to Kosovo society;
- gravity and seriousness of the alleged crime;
- high profile of the suspect/s;
- possible impact on victims and victim families.
- To monitor the efficiency of the use of the documentation/information management system handed over by EULEX KOSOVO;
- To monitor the implementation of the action plan deriving from the National War Crimes Investigation / Prosecution Strategy;
- To monitor the cooperation between prosecution and police;
- To conduct specific thematic performance and efficiency assessment tasks to identify and analyse potential areas of structural weaknesses or shortcomings of local counterpart;
- To liaise with host state relevant security sector actors and international actors as required;
- To monitor the regional cooperation, especially with Serbian counterparts;
- To communicate and coordinate frequently with other monitoring elements;
- To suggest targeted actions/trainings to support local counterparts' progress.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree OR equivalent and attested police or/and military education; The qualification should be in the field of Law Enforcement, Law, Police Science or other related university studies; AND
- A minimum of 7 years of relevant professional experience, after having fulfilled the education requirements out of which;
- A minimum of 5 years of professional experience in serious and complex criminal investigations.

5. Essential Knowledge, Skills and Abilities:

- An analytical background with at least 5 years of proven experience;
- Knowledge of serious crime investigations and the supervising of such investigations;
- Understanding of applicable legislation, including but not limited to the Law on Police, Criminal Procedure Code, Criminal Code and International Humanitarian Law;
- Practical understanding of legal reform process including the development of legal policy and legislation;
- Ability to perform under stress and in difficult circumstances;

- Full computer literacy of basic programs (word processing, spreadsheet and emails); good knowledge of relevant IT archiving systems and procedures;
- Mediation and interpersonal skills;
- Report writing skills.

6. Desirable Qualifications and Experience:

- Supervisory/management experience in investigations into serious/complex crimes;
- Experience in war crimes investigations and/or monitoring of such investigations;
- International experience, particularly in post conflict or in crisis areas with multi-national and international organisations;
- Strong research and analytical skills.

7. Desirable Knowledge, Skills and Abilities:

- Albanian and/or Serbian language skills;
- Substantial knowledge of the functioning of Kosovo Police and Kosovo Prosecutorial System.

Position: Thematic Lead Monitor - Gender Based Violence	Employment Regime: Seconded	
Ref. Number: EK 40098 Confirmed Vacancies: 1 Pending Vacancies: 0	Location: Western Balkans Region (Kosovo)	Availability: ASAP
Pillar/Department/Unit: Monitoring Pillar/Case Monitoring Unit	Security Clearance Level: No Personnel Security Clearance is needed	Open to Contributing Third States: Yes

1. Reporting Line:

The Thematic Lead Monitor - Gender Based Violence reports to the Chief of the Case Monitoring Unit.

2. Main Tasks and Responsibilities:

- To contribute on the policy 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 particular in the field of thematic expertise;
- To support the Chief of Case Monitoring Unit in acting as focal point for all matters relating to the field of thematic expertise;
- To draft thematic related reports, legal advices and provide assistance in relation to matters in the field of expertise concerning the performance of Kosovo Administration of Justice, in line with Mission policies and operations and in close cooperation with other members of the Case Monitoring Unit (other thematic experts and mobile monitors);
- To prepare submissions and internal communications in relation to the field of thematic expertise;
- To support the Chief of Case Monitoring Unit in translating the benchmarks and objectives of the OPLAN and Mission Implementation Plan (MIP) into their work, in particular in the field of thematic expertise;
- To conduct legal research, legal opinion and reports and other legal documents including but not limited to the administration of Justice in relation to the field of thematic expertise and issues pertaining to the field of procedural violations and judicial integrity;
- To advise the Chief of Case Monitoring Unit and other team members, as appropriate, on the applicable law and the international human rights instruments and principles in relation to the field of expertise;
- To ensure timely and accurate reporting and information flow as per planning documents, including the MIP and other reports of the Mission;
- To provide advice to the respective institutions, if necessary, as part of the robust monitoring;
- To coordinate, as appropriate, with internal and external stakeholders;
- To undertake any other related tasks as requested by the Chief of Case Monitoring Unit.

3. Specific Tasks and Responsibilities:

- To establish professional working relationship with Judges, Prosecutors, Court clerks and officers, Members of the KJC and KPC, Kosovo Government, NGOs, civil society, relevant local and international authorities and organizations dealing with Gender Based Violence cases and policies;
- To propose assistance, where necessary, to Kosovo Administration of Justice institutions for proper implementation of international and Kosovo strategic documents in the area of cases and (judicial) policies related to Gender Based Violence;
- To analyse the Gender Based Violence situation (legal and institutional) in Kosovo and identify possible areas of improvement.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree The qualification should be in Law or other related university studies OR equivalent and attested police education; AND
- A minimum of 6 years of relevant professional experience in the judicial field and/or any other relevant field after having fulfilled the education requirements out of which;
- A minimum of 3 years of relevant progressive professional experience in the field of Gender Based Violence;
- Experience in legal research and analysis;
- Experience in case work/processing and complaints handling.

5. Essential Knowledge, Skills and Abilities:

- Knowledge of international and regional human rights legal instruments such as the European Convention for the Protection of Human Rights and Fundamental Freedoms and EU policies, legislation, guidelines and best practices applicable in the human rights and rule of law sector.
- Practical understanding of legal reform process including the development of legal policy and legislation;
- Excellent legal drafting skills.
- Ability to perform under stress and in difficult circumstances;
- Mediation and interpersonal skills;
- Report writing skills.

6. Desirable Qualifications and Experience:

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

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Albanian and/or Serbian language.

Position: Thematic Lead Monitor - Hate Crimes	Employment Regime: Seconded	
Ref. Number: EK 40099 Confirmed Vacancies: 1 Pending Vacancies: 0	Location: Western Balkans Region (Kosovo)	Availability: ASAP
Pillar/Department/Unit: Monitoring Pillar/Case Monitoring Unit	Security Clearance Level: No Personnel Security Clearance is needed	Open to Contributing Third States: Yes

1. Reporting Line:

Thematic Lead Monitor - Hate Crimes reports to the Chief of the Case Monitoring Unit.

2. Main Tasks and Responsibilities:

- To contribute on the policy 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 particular in the field of thematic expertise;
- To support the Chief of Case Monitoring Unit in acting as focal point for all matters relating to the field of thematic expertise;
- To draft thematic related reports, legal advices and provide assistance in relation to matters in the field of expertise concerning the performance of Kosovo Administration of Justice, in line with Mission policies and operations and in close cooperation with other members of the Case Monitoring Unit (other thematic experts and mobile monitors);
- To prepare submissions and internal communications in relation to the field of thematic expertise;
- To support the Chief of Case Monitoring Unit in translating the benchmarks and objectives of the OPLAN and Mission Implementation Plan (MIP) into their work, in particular in the field of thematic expertise;
- To conduct legal research, legal opinion and reports and other legal documents including but not limited to the administration of Justice in relation to the field of thematic expertise and issues pertaining to the field of procedural violations and judicial integrity;
- To advise the Chief of Case Monitoring Unit and other team members, as appropriate, on the applicable law and the international human rights instruments and principles in relation to the field of expertise;
- To ensure timely and accurate reporting and information flow as per planning documents, including the MIP and other reports of the Mission;
- To provide advice to the respective institutions, if necessary, as part of the robust monitoring;
- To coordinate, as appropriate, with internal and external stakeholders;
- To undertake any other related tasks as requested by the Chief of Case Monitoring Unit.

3. Specific Tasks and Responsibilities:

- To establish professional working relationship with Judges, Prosecutors, Court clerks and officers, Members of the KJC and KPC, Kosovo Government, NGOs, civil society,

relevant local and international authorities and organizations dealing with Hate Crimes cases and policies;

- To propose assistance, where necessary, to Kosovo Administration of Justice institutions for proper implementation of international and Kosovo strategic documents in the area of cases and (judicial) policies related to Hate Crimes;
- To analyse the Hate Crimes situation (legal and institutional) in Kosovo and identify possible areas of improvement;
- To cooperate and coordinate with the Justice and Police Monitors with regard to identifying and monitoring Hate Crime cases.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree. The qualification should be in Law or other related university studies OR equivalent and attested police education; AND
- A minimum of 6 years of relevant professional experience, after having fulfilled the education requirements out of which;
- A minimum of 3 years of relevant professional experience in the field of hate crimes or other disciplines related to human rights, preferably within the judiciary and/or law enforcement agencies;
- Experience in legal research and analysis;
- Experience in case work/processing and complaints handling.

5. Essential Knowledge, Skills and Abilities:

- Knowledge of international and regional human rights legal instruments such as the European Convention for the Protection of Human Rights and Fundamental Freedoms, EU policies, legislation, guidelines and best practices applicable in the human rights and rule of law sector.
- Practical understanding of legal reform process including the development of legal policy and legislation;
- Legal drafting skills.
- Ability to perform under stress and in difficult circumstances;
- Mediation and interpersonal skills;
- Report writing skills.

6. Desirable Qualifications and Experience:

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

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Albanian and/or Serbian language.

Position: Thematic Lead Monitor – Corruption Offences	Employment Regime: Seconded	
Ref. Number: EK 40102 Confirmed Vacancies: 1 Pending Vacancies: 0	Location: Western Balkans Region (Kosovo)	Availability: ASAP
Pillar/Department/Unit: Monitoring Pillar/Case Monitoring Unit	Security Clearance Level: No Personnel Security Clearance is needed	Open to Contributing Third States: Yes

1. Reporting Line:

The Thematic Lead Monitor – Corruption Offences reports to the Chief of the Case Monitoring Unit.

2. Main Tasks and Responsibilities:

- To contribute on the policy 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 particular in the field of thematic expertise;
- To support the Chief of Case Monitoring Unit in acting as focal point for all matters relating to the field of thematic expertise;
- To draft thematic related reports, legal advices and provide assistance in relation to matters in the field of expertise concerning the performance of Kosovo Administration of Justice, in line with Mission policies and operations and in close cooperation with other members of the Case Monitoring Unit;
- To prepare submissions and internal communications in relation to the field of thematic expertise;
- To support the Chief of Case Monitoring Unit in translating the benchmarks and objectives of the OPLAN and Mission Implementation Plan (MIP) into their work, in particular in the field of thematic expertise;
- To conduct legal research, legal opinion and reports and other legal documents including but not limited to the administration of Justice in relation to the field of thematic expertise and issues pertaining to the field of procedural violations and judicial integrity;
- To advise the Chief of Case Monitoring Unit and other team members, as appropriate, on the applicable law and the international human rights instruments and principles in relation to the field of expertise;
- To ensure timely and accurate reporting and information flow as per planning documents, including the MIP and other reports of the Mission;
- To provide respective institutions advice, if necessary, as part of the robust monitoring;
- To coordinate, as appropriate, with internal and external stakeholders;
- To undertake any other related tasks as requested by the Chief of Case Monitoring Unit.

3. Specific Tasks and Responsibilities:

- To establish professional working relationship with Judges, Prosecutors, Kosovo Judicial Council, Kosovo Prosecutorial Council, Kosovo Government, Kosovo Anti-Corruption

Agency, NGOs, civil society, relevant local and international authorities and organizations dealing with corruption offences;

- To propose assistance, where necessary, to Kosovo Administration of Justice institutions for the proper implementation of international and Kosovo strategic documents in the area of anti-corruption;
- To coordinate monitoring and analyse selected cases related with corruption offences at the investigation, trial and appellate stage of the proceedings and identify possible areas of improvement.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree. The qualification should be in Law or other related university studies OR equivalent and attested police education; AND
- A minimum of 6 years of relevant professional experience ,after having fulfilled the education requirements out of which;
- A minimum of 3 years of relevant professional experience in the field of corruption or serious crime, preferably within the judiciary and/or law enforcement agencies;
- Experience in legal research and analysis;
- Experience in case work/processing and complaints handling.

5. Essential Knowledge, Skills and Abilities:

- Knowledge of international and European legal framework in the field of anti-corruption
- Knowledge of international and European human rights law, international and regional human rights instruments such as the European Convention for the Protection of Human Rights and Fundamental Freedoms, and EU policies, legislation, guidelines and best practices applicable in the anti-corruption, human rights, transitional justice and rule of law sector.
- Practical understanding of legal reform process including the development of legal policy and legislation;
- Legal drafting skills;
- Ability to perform under stress and in difficult circumstances;
- Mediation and interpersonal skills;
- Report writing skills.

6. Desirable Qualifications and Experience

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

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Albanian and/or Serbian language.

Position: Chief of Close Protection Unit	Employment Regime: Seconded	
Ref. Number: EK 40158 Confirmed Vacancies: 1 Pending Vacancies: 0	Location: Western Balkans Region (Kosovo)	Availability: ASAP
Pillar/Department/Unit: Security and Safety Department/ Mission Security/ Close Protection Unit	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Chief of Close Protection Unit reports to the Deputy Senior Mission Security Officer.

2. Main Tasks and Responsibilities:

- To be responsible for planning and execution Close Protection Unit (CPU) operations, in line with the CPU policy stated in the OPLAN;
- To carry out daily administration and operational planning for the CPU;
- To assist in the oversight of all CPU staff, providing instructions, support and assistance as required;
- To develop Mission CPU policies and procedures ensuring they are followed and updated or amended when necessary;
- To provide comprehensive procedural documents with respect to CPU activities and a clear understanding of the legal framework of the CPU policy;
- To oversee the preparation and conduct of the CPU training programme, including training in firearms;
- To provide personal security advice to members of the organisation;
- To participate in Mission staff's personal security training needs assessment and to ensure development and delivery of necessary training;
- To maintain a high operational effectiveness and equipment husbandry of all associated equipment under their control;
- To develop as necessary professional contacts with the local police, military and security managers of other international organisations;
- To liaise with civilian and military organisations for an assessment of current and possible future threats;
- To participate in Security and Safety Department threat assessments to ensure appropriate security measures are put in place, in timely and effective manner;
- To undertake any other related tasks as requested by the Deputy Senior Mission Security Officer.

3. Specific Tasks and Responsibilities:

- To manage the Mission's close protection needs as regards the Head of Mission (HoM), visiting VIPs or those of EULEX KOSOVO Mission staff at risk, in line with established procedures;

- To ensure Armed Close Protection to the HoM, visiting VIPs or those of EULEX KOSOVO Mission staff at risk;
- To coordinate VIP visits with all relevant security agencies;
- Staff member might be expected to live in the north.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree. The qualification should be in any of the fields of Police Sciences, Military Sciences, Social Sciences or Security OR equivalent and attested police or/and military education OR a Civilian Security Organization with specialized training on field operations, force protection and/or security AND
- A minimum of 5 years of relevant professional experience, in the military, police or security field, after having fulfilled the education requirements;
- A minimum 3 years of progressively responsible professional experience at management level in the Field of Close Protection in the civilian security sector or in the military/police;
- Experience in safety and security and in the development of relevant policies and procedures.
- Authorised to carry and issued a personal weapon;
- Driving license of category C;
- Trained and certified in advanced close protection techniques (theory and practice);
- Trained in basic life support (medical training);
- Advanced driving training (defensive driving).

5. Essential Knowledge, Skills and Abilities:

- Demonstrated ability in providing effective operational planning for a CPU;
- Demonstrated ability to contribute creatively to the development of security strategies and procedures;
- Ability to operate a variety of communication systems.

6. Desirable Qualifications and Experience:

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

7. Desirable Knowledge, Skills and Abilities:

- Ability to perform under stress and in difficult circumstances.

Position: Mission Security Officer	Employment Regime: Seconded	
Ref. Number: EK 40161 Confirmed Vacancies: 2 Pending Vacancies: 0	Location: Western Balkans Region (Kosovo)	Availability: ASAP
Pillar/Department/Unit: Security and Safety Department/ Mission Security/Close Protection Unit/ Mission Security Officer Team	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Mission Security Officer reports to the Team Leader (Mission Security Officer Team).

2. Main Tasks and Responsibilities:

In line with the EU's Policy of EU staff deployed outside the EU in an operational capacity under Title V of the Treaty on European Union:

- To ensure security surveys of Mission member's personal protective security requirements, transport security, residential and office security as appropriate;
- To ensure that all security and communications equipment is kept in a state of operational readiness;
- To conduct regular security drills, communication tests and evacuation exercises;
- To provide briefings and presentations on matters affecting the security and safety of Mission members and to ensure all staff is properly prepared for emergencies;
- To liaise as directed and co-operate closely with national law enforcement agencies, International Organisations, NGOs, other EU bodies and diplomatic representatives, in the field of security;
- To provide assistance and appropriate response to Mission members and to ensure that all necessary actions are taken, particularly in emergency cases;
- To travel to high risk areas and to conduct security duties;
- To undertake any other related tasks as requested by the Team Leader (Mission Security Officer).

3. Specific Tasks and Responsibilities:

- To implement the EULEX KOSOVO security plan;
- Staff member might be expected to live in the north.

4. Essential Qualifications and Experience:

- A level of secondary education attested by a diploma, complemented by specialised training OR equivalent and attested police or/and military OR education at a civilian security organisation;
- A minimum of 4 years of relevant professional experience, out of which 1 year experience of Field Security in ensuring protection of organisational programs, personnel, assets, information and reputation, after having fulfilled the education requirements;

- Authorised to carry and issued a personal weapon if seconded or be prepared to be trained in their use if contracted;
- Driving licence of Category C.

5. Essential Knowledge, Skills and Abilities:

- Analytical skills;
- Demonstrated ability and experience to contribute creatively to the development of security strategies and procedures;
- Organisational, planning, and time-management skills.

6. Desirable Qualifications and Experience:

- Previous work experience in the region;
- Successful completion of the EU Mission Security Officers Certification Course or equivalent;
- Passive understanding of Serbian language.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of the Mission area and potential threats.

Position: Senior Customs & Integrated Border Management (IBM) Advisor	Employment Regime: Seconded	
Ref. Number: EK 40200 Confirmed Vacancies: 1 Pending Vacancies: 0	Location: Western Balkans Region (Kosovo)	Availability: ASAP
Pillar/Department/Unit: Monitoring Pillar/ Dialogue Support Unit	Security Clearance Level: EU SECRET *	Open to Contributing Third States: Yes

*For candidates of Third Contributing States the equivalent national security clearance will be accepted.

1. Reporting Line:

The Customs & Integrated Border Management (IBM) Senior Advisor reports to the Head of Monitoring Pillar.

2. Main tasks and responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP), by advising and mentoring(MMA) local counterparts on the strategic and operational level with regard to integrated border management;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of counterparts/institutions and to propose solutions for strengthening same;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of counterparts/institutions in the area of border security, anti-smuggling and risk assessment through the improvement in strategies, organisational change processes, executive legislation, structural safeguards or similar corrective measures ("institutional" MMA), in particular in the areas of potential political interference and corruption, accountability, human rights and gender, etc. and propose solutions for strengthening the same;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To maintain necessary contacts and build relationships with relevant counterparts;
- To ensure compliance with instructions/directions from Mission management;
- To liaise closely with other Senior Advisers and Advisers as appropriate;
- To identify best practice and lessons learned within the field of responsibility;
- To undertake any other tasks required by the Head of Monitoring Pillar.

3. Specific Tasks and Responsibilities:

- To monitor, mentor and advise the Kosovo Customs (KC) Director General and Border Police (KBP) Director and their respective management teams on the strategic and operational management of borders;

- To guide and assist the National IBM Coordinator, KC Director General, KPB Director and Kosovo Food and Veterinary Agency (F&VA) Director in meeting the requirements of the new Kosovo National IBM Strategy and Action Plans – 2018 to 2023;
- To advise the relevant interlocutors on the management and development of customs & border control regimes, introducing working methods aimed at maximising the efficiency of customs and border security checks, whilst ensuring movement of persons and effective trade facilitation;
- To advise and assist KC Director General and KPB Director in improving the capability of their respective border control officers to detect all forms of border crimes, including: smuggling offences, human trafficking, irregular migration, and customs frauds etc;
- To assist in the further development and enhanced implementation of effective risk analysis, selectivity, profiling and targeting systems, at all BCPs/CCPs; the application of the ‘One-Stop’ controls; coordinated/joint border patrols; effective exchange of information; and cross-border cooperation/operations;
- To assist Kosovo Customs Director General and KPB Director with the ‘Dialogue Technical Protocol for Implementation of the IBM Agreed Conclusions’ for six Kosovo/Serbia Co-located Crossing Points;
- To advise and assist with the further development of the National Centre for Border Management (NCBM), allowing for the ‘real-time’ sharing of relevant information;
- To contribute to the implementation of memorandums of understanding, agreements/protocols related to the exchange of information between border agencies, both national and international;
- To guide and assist the Ministers of Internal Affairs and Finance decision-making process from the IBM Border Control/Risk Management perspective;
- To guide and assist in developing border agencies liaison with border control counterparts in other neighbouring border/boundary agencies services in relation to IBM;
- To liaise with representatives of other relevant international agencies, including KFOR, on all customs border control and border security related issues;
- To support the operations at the BCPs and CCPs if needed;

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested customs education; The qualification should be in the field of Social Sciences, Law, Business Administration or other related university studies; AND
- A minimum of 10 years of relevant professional experience in Customs, after having fulfilled the education requirements, out of which at least 5 years working within IBM.
- Experience in implementing the concept of IBM, with a comprehensive knowledge of IBM strategies and operational tasks, particularly within the Western Balkan context;
- Practical experience with border controls, inter-agency/international cooperation and exchange of information at national and international level.

5. Essential Knowledge, Skills and Abilities:

- Extensive knowledge and proven experience in the field of Border Management from a Customs perspective;
- Sound theoretical and practical knowledge of border control procedures at international BCPs and the green border from the aspect of Customs and Border Security operations;
- Sound knowledge of relevant acquis communautaire provisions, EU legislation, and best practices, in terms of management of external borders, as implemented by Customs (knowledge of relevant Chapters of EU Customs Blueprints and EU Guidelines) and Border Police (Schengen Catalogue);

6. Desirable Qualifications and Experience:

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

7. Desirable Knowledge, Skills and Abilities:

- Good understanding of the political, cultural and security situation of the Balkans, in particular Kosovo;
- Excellent 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;
- Knowledge of Albanian and/or Serbian language.

Position: Customs & Integrated Border Management (IBM) Advisor	Employment Regime: Seconded	
Ref. Number: EK 40201 Confirmed Vacancies: 1 Pending Vacancies: 0	Location: Western Balkans Region (Kosovo)	Availability: ASAP
Pillar/Department/Unit: Monitoring Pillar/ Dialogue Support Unit	Security Clearance Level: No Personnel Security Clearance is needed	Open to Contributing Third States: Yes

1. Reporting Line:

The Customs & Integrated Border Management (IBM) Advisor reports to the Customs & Integrated Border Management (IBM) Senior Advisor.

2. Main tasks and responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To collect and collate statistics about the workload/performance of local counterparts;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction from Mission management;
- To liaise closely with other Senior Advisers and Advisers as appropriate;
- To identify best practice and lessons learned within the field of responsibility;
- To undertake any other related task as requested by the Senior Customs & Integrated Border Management (IBM) Advisor.

3. Specific Tasks and Responsibilities:

- To work as a Customs & Borders Advisor travelling within the area of operations;
- To support the Customs & Integrated Border Management Senior Advisor at the operational and strategic level in the normalization process between Belgrade and Pristina regarding all inter party Border Authority liaison, with particular focus on the

implementation of the IBM Technical Protocol (IBM- TP), including Common Crossing Points (CCPs) and the Administrative Boundary Line (ABL);

- To engage with and support all Border Authorities (Border Police (Police), Customs and Veterinary / Phytosanitary Inspectorates) in the process of normalization between Belgrade and Pristina, with particular focus on the implementation of the IBM-TP, including CCPs and ABL;
- To engage in and facilitate all local, regional and central level meetings between the Belgrade and Pristina Parties in relation to the IBM- TP;
- To support the development the Kosovo Customs (KC) and Kosovo Border Police (KBP) management team in relation to their processes and procedures, by providing mentoring, monitoring and advise (MMA) to KC & KBP at the strategic level;
- To monitor, mentor and advise the relevant KC and KBP Directorates on the strategic and operational management of borders, including border security and KC and KBP control on persons, vehicles and goods entering or exiting Kosovo;
- To provide policy advice and technical expertise from a multi-disciplinary perspective on a variety of customs and border police related practices and management issues, particularly matters related to the management of the Border Crossing Points (BCP) / CCPs, ABL and cross border inter agency co-operation;
- To review when appropriate the documented policies in KC and KBP, looking closely at the code of ethics for both agencies providing a Strategic Risk Assessment ;
- To MMA KBP & KC on principles and agreements between Belgrade and Pristina (e.g. participation in meetings);
- To conduct specific thematic inspections and performance assessments at Kosovo BCPs and Customs Terminals in support of the Mission's efforts to address areas of structural weaknesses within KC & KBP; including in the areas of potential political interference, corruption, human rights, gender mainstreaming and accountability;
- To assess the achievements of KC and KBP in meeting the benchmarks set in the Visa Liberalisation Roadmap and providing assistance in such activities when needed;
- To assist KC and KBP with the implementation of the agreements reached through the Dialogue between Belgrade and Pristina;
- To support all Kosovo Border Authorities with the implementation of the National IBM Strategy and Action Plan (2018-2023) ;
- To advise and assist with the further development of the National Centre for Border Management (NCBM), allowing for the 'real-time' sharing of relevant information;
- To liaise with other stakeholders providing technical and policy advice on border security and customs issues;
- To establish and maintain contacts with other organisations monitoring and compiling an overview of their border-related activities and identifying possible partners;

- To advise and assist KC & KBP Directorates in improving the capability of border control officers to detect all forms of border crimes, including: smuggling offences, human trafficking, irregular migration, customs frauds etc.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree; OR equivalent and attested customs/border police education; The qualification should be in the field of Social Sciences, Law, Business Administration or other related university studies; AND
- A minimum of 5 years of relevant professional experience in Customs and/or Border Police matters, after having fulfilled the education requirements, out of which at least 3 years of experience at management level;
- Proven experience as facilitator in cross border meetings related to international Border/Boundary agreements.

5. Essential Knowledge, Skills and Abilities:

- Ability to mentor and motivate local counterparts;
- Extensive knowledge of – Integrated Border Management (IBM), border management protocols and customs procedures;
- Very good mediation and interpersonal skills.

6. Desirable Qualifications and Experience:

- Experience in project management.
- Trained, authorised and equipped with firearm for deployment in the north of Kosovo;
- Driving license of category C.

7. Desirable Knowledge, Skills and Abilities:

- Language skills Serbian and/or Albanian.

Position: Integrated Approach Advisor	Employment Regime: Seconded/Contracted	Post Category: Expert
Ref. Number: EK 40016 Confirmed Vacancies: 1 Pending Vacancies: 0	Location: Western Balkans Region (Kosovo)	Availability: ASAP
Pillar/Department/Unit: Office of the Head of Mission	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line:

The Integrated Approach Advisor reports to the Chief of Staff.

2. Main Tasks and Responsibilities:

- To map, assess and review current bilateral and multilateral assistance in the areas covered by the Mission's mandate;
- To closely coordinate with the Mission's operational pillars/units to ensure that Mission's activities are coordinated with other local, EU and international actors to avoid duplication and advise on the consistency, complementarity and sustainability of Mission's activities with other international initiatives;
- To facilitate liaison and coordination between Mission operational pillars/units and relevant stakeholders;
- To contribute to the development and regular updating of the Mission Implementation Plan;
- To contribute to Mission's internal and external reporting against benchmarking;
- To undertake any other related task as requested by the Line Manager(s).

3. Specific Tasks and Responsibilities:

- To ensure that Mission activities are coordinated with the EU family on the ground as well as with the CPCC to maximize synergies by early on identifying, reinforcing and overlapping activities competencies and responsibilities;
- To closely coordinate with the Project Cell to ensure that Mission's small scale projects are complementary and compatible with other EU funded projects;
- To provide advice, analysis and reporting on identified tasks that could be handed over to other EU actors by the end of mandate;
- Act as a back up to the Transition and Policy Advisor to the Head of Mission.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's

Degree. The qualification should be in any of the fields of Political Science, International Relations, Law, Business Administration or other related university; AND

- A minimum of 7 years of relevant professional experience, after having fulfilled the educational requirements;

5. Essential Knowledge, Skills and Abilities:

- Capacity to analyse and structure information;
- Planning and coordination skills;
- Drafting and analytical skills;
- Proven communication skills within and outside organisation.

6. Desirable Qualifications and Experience:

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

7. Desirable Knowledge, Skills and Abilities:

- Ability to perform under stress and in difficult circumstances. Project management skills.

Position: Forensic Anthropologist/ Identification Coordinator	Employment Regime: Seconded/Contracted	Post Category: Expert
Ref. Number: EK 40048 Confirmed Vacancies: 1 Pending Vacancies:0	Location: Western Balkans Region (Kosovo)	Availability:
Division/Department/Unit: Operations Pillar/ Institute of Forensic Medicine	Security Clearance Level: No Personnel Security Clearance is needed	Open to Contributing Third States: Yes

1. Reporting Line

The Forensic Anthropologist/ Identification Coordinator reports to Deputy Director of the Institute of Forensic Medicine.

2. Main Tasks and Responsibilities

- To contribute on the operational level and in his/her field of expertise, to the Mission's mandate implementation in line with the CONOPS, OPLAN and Mission Implementation Plan (MIP) in the area of the Mission's mandate in the field of forensics, focusing on missing persons and exhumations;
- To conduct forensic anthropological analysis, including the analyses of complex cases of commingled remains;
- To assist in the field, whenever exhumations are conducted;
- To conduct detailed analyses related to DNA and anthropological procedures related to identification work;
- To manage and process of all documentation pertaining to samples sent for DNA testing as well as results received;
- 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 as requested by the Deputy Director of the Institute of Forensic Medicine.

3. Specific Tasks and Responsibilities:

N/A

4. Essential Qualifications and Experience

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree. The qualification should be in at least one of the following fields of expertise: Forensic Anthropology or Physical Anthropology;
- A minimum of 5 years of relevant professional experience in Forensic, after having fulfilled the education requirements;
- Proven experience of exhumation processes.

5. Essential Knowledge, Skills and Abilities:

- Determination of MNI and skeletal re-association;
- Considerable knowledge of mechanical forces on bone, blunt, sharp, GSW (including terminal ballistics) and combined peri-mortem trauma, bone-healing processes and osteopathological processes leading to a determination of probable cause of death and presumptive or positive identification.

6. Desirable Qualifications and Experience

N/A

7. Desirable Knowledge, Skills and Abilities:

- Substantial knowledge of the functioning of the EU and in particular CSDP Missions;
- General knowledge of other forensic science fields, such as ballistics, death scene investigation and data-base management, etc.;
- Knowledge in working with civil society groups and NGOs;
- Ability to perform under stress and in difficult circumstances;
- Proven knowledge of current developments in forensic science.

Position: Procurement Officer	Employment Regime: Seconded/Contracted	Post Category: Mission Support Staff - Management Level
Ref. Number: EK 40116 Confirmed Vacancies: 1 Pending Vacancies: 0	Location: Western Balkans Region (Kosovo)	Availability: ASAP
Pillar/Department/Unit: Mission Support Department/ Procurement Unit	Security Clearance Level: No Personnel Security Clearance is needed	Open to Contributing Third States: No

1. Reporting Line:

The Procurement Officer reports to the Chief Procurement Unit.

2. Main Tasks and Responsibilities:

- To assist and advise the Chief Procurement Unit on all procurement issues;
- To assist, develop, manage and coordinate the Mission procurement processes in accordance with established professional and transparent procurement policies and procedures of the European Commission (EC) legislation and regulations;
- To use legally established professional and transparent procurement policies and procedures in accordance with the EC legislation and regulations;
- To liaise with other relevant institutions and organisations acting in the field of rule of law and associated procurement legislation;
- To develop professional relationships and working partnerships with the EC in the field of procurement for the Mission;
- To manage internal Mission procurement requirements and activities;
- To provide assistance to Mission members related to all procurement matters;
- To undertake any other related tasks as requested by the Chief Procurement Unit.

3. Specific Tasks and Responsibilities:

N/A

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree. The qualification should be in the field of Law, Public Administration, Business Administration or other related university studies; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements,
- Experience in using legally established professional and transparent procurement policies and procedures in accordance with the EU legislation and regulations.
- Experience in financial management of tendering processes and audits, preferably including EU procedures.

5. Essential Knowledge, Skills and Abilities:

- Negotiations and project management skills;
- Analytical skills and financial acumen;
- Supply market analysis skills.

6. Desirable Qualifications and Experience:

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

7. Desirable Knowledge, Skills and Abilities:

- Good knowledge and/or experience in strategic management and/or public administration;
- Ability to perform under stress and in difficult circumstances.

Position: Weapons and Firearms Instructor/Armourer	Employment Regime: Seconded/Contracted	Post Category: Mission Support – Assistant Level
Ref. Number: EK 40125 Confirmed Vacancies: 0 Pending Vacancies: 1	Location: Western Balkans Region (Kosovo)	Availability: 01-Mar-21
Pillar/Department/Unit: Mission Support Department/Human Resources Office	Security Clearance Level: EU CONFIDENTIAL*	Open to Contributing Third States: Yes

*For candidates of Third Contributing States the equivalent national security clearance will be accepted.

1. Reporting Line:

The Weapons and Firearms Instructor/Armourer reports to the Head of Human Resources Office.

2. Main Tasks and Responsibilities:

- To support, assist and advise the Head of Human Resources Office on all training and evaluation issues pertinent to weapons and firearms;
- To assist in the conceptual development of internal standards and guidelines for weapons and firearms training;
- To plan, organise and deliver weapons and firearms training;
- To produce training materials;
- To evaluate and prepare summaries and analytical reports on weapons/firearms training activities;
- To document and ensure proper record of shooting training and tests, including use of ammunition;
- To conduct regular assessment of weapons handling and shooting skills of armed Mission staff, as well as perform their certification and recertification where applicable;
- To ensure firing sites/ranges are maintained in the required conditions, taking into consideration the security & safety standards relevant to shooting training;
- To coordinate the use of available shooting ranges;
- To facilitate the smooth and accountable operations of the Mission designated armouries, to assist in identifying Mission armoury needs and provide technical support in his/her area of responsibility to staff members;
- To facilitate the 24 hour, 7 days a week, duty cover and access to the Mission's armouries;
- To conduct technical assessment of Mission owned weapons and firearms and to ensure a high operational effectiveness and equipment husbandry of all such associated equipment under his/her control;
- To maintain relevant Health & Safety principles in relation to the areas of his/her responsibility;
- To facilitate training needs analysis and reviews upon direction, in relation to the Missions use of force policy, defensive tactics and firearms training in compliance with the Mission OPLAN and SOP's;

- To coordinate import and export procedures of all firearms and ammunition into/from the Mission area;
- To draft technical specifications/terms of reference for procurement activities in his/her area of expertise, participating in the evaluation of tenders as required;
- To participate in the recruitment of other training and firearms specialists throughout the Mission;
- To contribute to the development of the Mission security policies and procedures in regards of weapons and firearms;
- To undertake any other related tasks as requested by the Head of Human Resources Office.

3. Specific Tasks and Responsibilities:

N/A

4. Essential Qualifications and Experience:

- A level of secondary education attested by a diploma, complemented by Police or Military Training; AND
- A minimum of 6 years of professional military/police/security experience, after having fulfilled the education requirements out of which:
- A minimum of 5 years of experience, excellent knowledge and proven skills in the area of delivering firearms training, including a high standard of physical fitness;
- A minimum of 2 years of experience delivering training to an international audience;
- Experience and formal qualifications from a military/police/security institution within the field of Training;
- Pistol & Rifle Instructor certification/accreditation from a recognized institution.

5. Essential Knowledge, Skills and Abilities:

- Demonstrated knowledge of the aspects of Weapons Training development and in the field of maintenance and/or technical assessment of firearms;
- Knowledge of applicable international standards/best practices and human rights regulations relevant to the use of firearms and use of force;
- Technical knowledge of side arms and long barrelled weapons.

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multi-national and/or international organisation;
- Certified as an instructor and armourer for the Mission owned weapons systems, such as HK G36 rifles, Glock pistols and FNP 90;
- Category C driving license.

7. Desirable Knowledge, Skills and Abilities:

- Ability to perform under stress and in difficult circumstances.

Position: Cybersecurity Analyst and Incident Responder	Employment Regime: Seconded/Contracted	Post Category: Mission Support Staff – Management level
Ref. Number: EK 40146 Confirmed Vacancies: 1 Pending Vacancies: 0	Location: Western Balkans Region (Kosovo)	Availability: ASAP
Pillar/Department/Unit: Mission Support Department/ Technical Services/ Communication and Information Systems (CIS) Unit	Level of Security Clearance: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Cybersecurity Analyst and Incident Responder reports to the Chief of Communications and Information Systems Unit (Chief CIS).

2. Main Tasks and Responsibilities:

- To act as the first line of response regarding the potential occurrence of a cyber-attack;
- To ensure real-time monitoring of cyber defense and intrusion detection systems;
- To perform human-based analysis of automatically correlated events;
- To categorize events, incidents and vulnerabilities based on relevance, exposure and impact;
- To activate initial response plan based on standard procedures;
- To integrate open source cyber-defense solutions for efficient detection;
- To define and implement the incident response strategy through identification, data collection and analysis, containment, eradication and recovery;
- To integrate indicators of compromise (IOCs) in security solutions;
- To produce qualified reports and following-up on actions;
- To draft incident reports tailored for management and technical peers;
- To produce and maintain accurate and up-to-date technical documentation, including processes and procedures, related to security incidents and preventive maintenance procedures;
- To examine available information and gather evidence or artefacts related to an incident;
- To process incoming warnings, alerts and reports;
- To contribute to the configuration of Cisco and Check Point next generation firewalls for optimal performance;
- To perform risk, impact and damage assessments;
- To identify lessons learnt and recommendations to improve security controls such as mitigating the risk of re-occurrence;
- To take active part in developing and improving the maturity framework for the cybersecurity governance mechanism through close collaboration with the Information Security Officer;
- To collaborate closely with and report on all relevant threats and incidents to the Senior Mission Security Officer and the Information Security Officer;

- To contribute to procurement procedures in Cyber Security domain;
- To undertake any other related tasks as requested by Chief CIS.

3. Specific Tasks and Responsibilities:

N/A

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree. The qualification should be in the field of Informatics, Cybersecurity, Digital Investigation, Information Systems Engineering/Security or other related fields; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements;
- Proven hands-on experience with Cisco and CheckPoint network security solutions.

5. Essential Knowledge, Skills and Abilities:

- Substantial knowledge in Next Generation Firewalls;
- Substantial knowledge in Linux Penetration Testing distribution;
- Substantial knowledge in Windows security events analysis;
- Substantial knowledge in the security analysis of firewall, proxy and IDS/IPS logs;
- Knowledge in writing and optimizing IDS/IPS signatures and integration of IOCs;
- Knowledge of Splunk software platform for search, analyse and visualize the machine-generated data;
- Knowledge of forensics procedures and techniques;
- Good technical drafting and reporting skills in English;
- Creative planning and problem solving skills.

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multi-national and international organisations;
- Holding at least one of the following international certificates: CCNP Enterprise, CCNP Security, CCIE Enterprise Infrastructure, CCIE Security, Check Point Certified Admin, Check Point Certified Expert, Infrastructure Hacking Check Point Certified PenTesting Expert, Microsoft 365 Certified Security Administrator Associate or other equivalent certifications recognized internationally.

7. Desirable Knowledge, Skills and Abilities:

N/A

Position: Freedom of Movement Advisor	Employment Regime: Seconded/Contracted	Post Category: Expert
Ref. Number: EK 40203 Confirmed Vacancies: Pending Vacancies:	Location: Western Balkans Region (Kosovo)	Availability: ASAP
Pillar/Department/Unit: Monitoring Pillar/ Dialogue Support Unit	Security Clearance Level: No Personnel Security Clearance is needed	Open to Contributing Third States: Yes

1. Reporting Line:

The Freedom of Movement Advisor reports to the Freedom of Movement Senior Advisor.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) in a structured manner;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To collect and collate statistics about the workload/performance of local counterparts;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction from Mission management;
- To liaise closely with other Advisers as appropriate;
- To identify best practice and lessons learned within the field of responsibility;
- To design and deliver training, as appropriate;
- To undertake any other related tasks as requested by the Freedom of Movement Advisor.

3. Specific Tasks and Responsibilities:

- To monitor, mentor and advise on information flows related to the data security of the registration processes for the implementation of FoM dialogue agreement ;
- To monitor, mentor and advise on building up the information flows for collection and updating the data on the issuance of personal documents and registration of vehicle ;
- To monitor, mentor and advise on the use of the data for statistics, planning, and for informing the different Ministries involved in the follow up of the implementation processes;
- To promote the benefits on wide and open need of implementing the agreement;

- To evaluate the current attitudes towards civil registration all over Kosovo including the northern municipalities in relation to the implementation of the agreement ;
- To assist the implementation of the Dialogue agreements in their parts related FoM;
- To monitor, mentor and advise, if needed, on promotion of the registration processes of the population related to the implementation of the agreement;
- To provide expertise and information when assessing Kosovo's progresses in issues related to the implementation of the agreement.

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree; The qualification should be in any of the fields of Public Administration or other related university studies; OR police or military equivalent education or training; AND
- A minimum of 10 years of relevant professional experience, after having fulfilled the education requirements;
- Minimum of 5 years of experience in Public Administration.

5. Essential Knowledge, Skills and Abilities:

- Ability to mentor and motivate local counterparts;
- Mediation and interpersonal skills;
- Knowledge of Civil Status and Civil registration systems.

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multi-national and international organisations;
- Previous experience in Population registration systems.

7. Desirable Knowledge, Skills and Abilities:

- 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;
- 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;
- Knowledge of Albanian and/or Serbian language.

Position: Advisor to the Chief Prosecutor of the Mitrovica Basic Prosecution Office	Employment Regime: Seconded/Contracted	Post Category: Expert
Ref. Number: EK 40205 Confirmed Vacancies: 1 Pending Vacancies: 0	Location: Western Balkans Region (Kosovo)	Availability: ASAP
Pillar/Department/Unit: Monitoring Pillar/Dialogue Support Unit	Security Clearance Level: EU CONFIDENTIAL*	Open to Contributing Third States: Yes

*For candidates of Third Contributing States the equivalent national security clearance will be accepted.

1. Reporting Line:

The Advisor to the Chief Prosecutor of Mitrovica Basic Prosecution Office reports to the Head of Monitoring Pillar.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the
- Mission Implementation Plan (MIP) by advising and mentoring local counterpart(s) on the strategic and operational level as appropriate;
- To support the Mission's efforts in addressing areas of structural weaknesses in the performance and accountability of counterparts/institutions and to propose solutions for strengthening same;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction from Mission management;
- To liaise closely with other Senior Advisers and Advisers as appropriate;
- To identify best practice and lessons learned within the field of responsibility;
- To design and deliver training, as appropriate;
- To undertake any other related task as requested by the Head of Monitoring Pillar.

3. Specific Tasks and Responsibilities:

- To support the development of the Mitrovica Basic Prosecution Office in the field of Justice Reform through mentoring, monitoring and advising;
- To be the key interlocutor with the Chief Prosecutor of the Mitrovica Basic Prosecution Office;
- To develop policies in line with the Mitrovica Basic Prosecution Office, Kosovo Prosecutorial Council and the Ministry of Justice.

4. Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree; The qualification should be in the field of Law; AND
- A minimum of 6 years of relevant professional experience in the prosecutorial field, after having fulfilled the education requirements out of which;
- A minimum of 4 years of professional experience as prosecutor acting in criminal cases;
- International experience, particularly in post conflict or in crisis areas with multi-national and international organizations.

5. Essential Knowledge, Skills and Abilities:

- Practical understanding of legal reform process including the development of legal policy and legislation;
- Knowledge of prosecution office management, and generally applicable standards in relation to the independence and accountability of the prosecutors and their specific hierarchical organisation;
- Knowledge of Kosovo legislation and jurisprudence;
- Knowledge and understanding of the social and political situation in Kosovo;
- Ability to perform under stress and in difficult circumstances;
- Mediation, social and interpersonal skills;
- Ability to mentor and motivate local counterparts;
- Reporting and writing skills.

6. Desirable Qualifications and Experience:

- Experience of designing and delivering training;
- Experience in project management.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Serbian and/or Albanian language.