

EUROPEAN EXTERNAL ACTION SERVICE



Annex 1 - Requirements and Job Descriptions

European Union Integrated Border Management Assistance Mission in Libya (EUBAM Libya) 1-2024 Call for Contributions				
Organisation:	European Union Integrated Border Management Assistance Mission in Libya			
Job Location:	As indicated below			
Employment Regime:	As indicated below			
Job Titles/ Vacancy Notices:	Ref.:	Name of the Post:	Location:	Availability:
	<u>Seconded (12)</u>			
	LIBHM03	Executive Officer	Tripoli/Libya	ASAP
	LIBHM08	Reporting Officer	Tripoli/Libya	ASAP
	LIBOP26	Border Technology Adviser	Tripoli/Libya	ASAP
	LIBOP35	Border Training Adviser Land and Air	Tripoli/Libya	ASAP
	LIBOP39	Border Criminal Intelligence/Analysis Adviser	Tripoli/Libya	ASAP
	LIBOP40	Border Investigation Adviser	Tripoli/Libya	ASAP
	LIBOP42	Border Training Adviser on Organised Crime	Tripoli/Libya	ASAP
	LIBOP43	Border Training Adviser on Counter Terrorism	Tripoli/Libya	ASAP
	LIBOP44	Senior Integrated Border Management-Interoperability Adviser	Tripoli/Libya	ASAP
	LIBSE07 LIBSE10	Medical Adviser (2 positions)	Tripoli/Libya	03 April 2024 ASAP
	LIBSE09	Mission Security Officer/Medical and Safety	Tunisia/Libya	14/06/2024
	<u>Seconded/Contracted (2)</u>			
	LIBHM06*	Financial Verification Officer	Tripoli/Libya	01 April 2024
LIBHM25*	Logistics Officer	Tripoli/Libya	01 March 2024	

Deadline for Applications:	Friday, 16 February 2024 at 17:00 hours (Brussels time)
How to Apply:	<p>1) You have the nationality an EU Member State: you must use Goalkeeper to apply:</p> <p>a) You are already registered on Goalkeeper AND you have an EU Login: https://goalkeeper.eeas.europa.eu/registrar/web</p> <p>b) You do not have a Goalkeeper account or an EU Login: https://goalkeeper.eeas.europa.eu/registrar/web/DPA/357/details.do</p> <p>2) You do not have the nationality of an EU Member State: only seconded nationals of a non-EU Contributing Third State can be proposed by their National Seconding Authority (no personal applications will be considered): please contact your seconding authority to send them your application form.</p> <p><i>Please note: Seconded positions are only available for candidates already validated in the database of their Seconding Authority. Please contact your national Seconding Authority for more information on applying for vacant Seconded positions. We cannot provide contact details of national Seconding Authorities.</i></p>
Information:	<p>For more information relating to selection and recruitment, please contact the Civilian Planning and Conduct Capability (CPCC):</p> <p>Mr Jaroslaw WÓJCIK eeas-cpcc-libya@eeas.europa.eu +32 (0)2 584 3766</p>

** Pending confirmation of selection.*

Low and/or Medium Risk Non-Family Mission

EUBAM Libya currently bears a Low and Medium Risk Non-Family Mission status. The Mission Headquarters is in Tripoli. For security purposes, Mission Members are obliged to live in restricted areas, where security responsibilities are borne by the Mission. The Mission takes no responsibility for family members of Mission Members visiting or habitually residing in the country. Only international Mission Members are covered by the Mission status (SOMA), MEDEVAC or security/evacuation arrangements and use of Mission assets including vehicles. All costs for family members in the Mission area, including insurance, are the respective Mission Member responsibility.

Subject to deterioration of the security situation and possible evolution of the SIAC risk rating, the Head of Mission will propose, in consultation with the EEAS Security Department, to the Civilian Operation Commander, to take measures to change the application of the Low and/or Medium Risk Non-Family status into High Risk Non-Family status.

Seconded Personnel – For seconded positions, only personnel nominations received through official channels from EU Member States/invited/contributing Third States (Contributing States) will be considered. Contributing States will bear all personnel related costs for seconded personnel, e.g. 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 or French 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/Contract Period – Subject to the adoption of the 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 the EU Member States and Third Contributing States (Contributing States) propose candidates for the following international expert positions for EUBAM Libya, according to the requirements and profiles described below:

I. GENERAL CONDITIONS

Citizenship –Candidates must have a 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. Selected candidates 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

Flexibility and Adaptability – Candidates must be able to work in arduous conditions with a limited network of support, 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 – Candidates must be able to undertake any other tasks related with the competencies, responsibilities and functions of the respective position within the Mission, as required by the Head of Mission.

Serious deficiencies in any of these general conditions may result in repatriation/termination of the secondment/contract.

II. REQUIREMENTS

II.A Essential Requirements

The following are essential requirements in respect of civilian international experts to the Missions for all Job Descriptions:

1. Physical and Mental Health – 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 and in its Area of Operation. Selected candidates should undergo an extensive medical examination as requested by the seconding authority or the Mission in accordance with “Fit to work clearance” procedure prior to recruitment/deployment to prove that they comply with the requirement.

To ensure duty of care in the CSDP Mission, selected seconded/contracted candidates shall be able to serve the full period of secondment/contract before reaching the normal age of retirement in Contributing States/country of residence.

2. Education and Training

Candidates should have a recognised academic qualification under the European Qualifications Framework (EQF), or equivalent, at a level specified in the individual job descriptions. Candidates are strongly advised to verify their compliance through the link: <https://ec.europa.eu/ploteus/content/descriptors-page>.

3. Knowledge

Candidates should have knowledge of the EU Institutions and Mission Mandate, particularly related to the Common Foreign and Security Policy (CFSP), including the Common Security and Defence Policy (CSDP).

4. Skills and abilities

Language Skills¹ – Candidates must have the understanding, speaking, and writing proficiency in the working language of the Mission. Certain positions may require higher language skills further specified in the individual job descriptions. The Mission may seek to facilitate language training and where appropriate, specialist language training, for newly recruited Mission staff members. Candidates are strongly advised to verify their proficiency through the following link available in the footer reference.

Communication and Interpersonal Skills – The candidates must have excellent interpersonal and communication skills, both written and oral.

Organisational skills – Candidates must have excellent organisational skills, with the ability to prioritise work to meet deadlines, and a concern for order and accuracy.

¹ [Common European Framework of References for Languages](#)

Digital Skills – Candidates must have basic digital skills in the competency areas: information and data literacy, communication and collaboration, digital content creation, safety and problem solving. Candidates are strongly advised to verify their proficiency through the following link: <https://digital-strategy.ec.europa.eu/en/news/test-your-digital-skills-and-thrive-digital-world>.

Driving Skills – The candidates must be in possession of a valid - including Mission area - civilian driving licence for motor vehicles (Category B or equivalent). They also must be able to drive any 4-wheel-drive vehicle.

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

II.B Desirable Requirements

Knowledge of the Mission Area – Candidates should have a good knowledge of the history, culture, social and political situation of the region and also knowledge of the police, judiciary and governmental structures, as applicable.

Knowledge and Experience of Security Sector Reform (SSR) – Candidates must be acquainted with Security Sector Reform concepts and practices, especially in the Mission area, as applicable.

Training and Experience – Candidates should have attended a Civilian Crisis Management Course or equivalent.

Language – Some proficiency in local language(s), depending on the job and responsibilities.

Driving Licence – Category C driving licence.

III. ESSENTIAL DOCUMENTS AND EQUIPMENT FOR SELECTED CANDIDATES

Passport – Selected candidates must have a biometric passport from their respective national authorities valid for at least six months. If possible, a Service Passport or Diplomatic Passport should be issued.

Visas – The Mission initiates the visa procedure for the selected candidates. If they could not obtain a Libyan visa before deployment, the EU citizens shall get to Tunis, they are allowed to stay in the country for 3 months. After arrival to Tunis, the Mission will apply for Libyan visa through the Libyan Ministry of Foreign Affairs in Tripoli, to be collected at Libyan Embassy in Tunis.

The issuance of a Libyan VISA can be a lengthy process, which is beyond the Mission's control. This means that it can have a financial impact on the salaries (lower per diem and hardship allowances) of those selected candidates who would be temporarily stationed in Tunis until their visa (or equivalent) is issued and they could be redeployed to Tripoli.

Education diploma(s)/certificate(s) or/and professional certificate(s) – Selected international contracted candidates must have and present to the Mission the university diploma or the professional certificate/diploma, depending on the job description, before signing the contract or taking up the duties.

Required Personnel Security Clearance (PSC) –Selected candidates will have to be in possession of the necessary level of Personnel Security Clearance (PSC) as specified in the respective job descriptions. 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. For Contributing Third States selected candidates, an equivalence to access to the required level of EUCI will be delivered on the basis of Security of Information Agreement or Administrative Arrangements with EU or, in their absence, on the basis of the Framework Participation Agreement.

Certificate/Booklet of Vaccination –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 Area of Operation of the Mission.

Medical Certificate – Selected candidates should undergo an extensive medical examination and be certified medically fit for Mission duty. In a similar manner a dental examination should be certified where it is stated that no eminent dental issues are foreseen.

For selected contracted candidates, in compliance with “Fit to work clearance procedure”, a copy of the result of the medical examinations as well as the fitness to work certificate, for seconded selected candidates, the fitness to work certificate must be sent to the Medical Adviser of the Mission before joining the Mission. Medical data will be handled with confidentiality and in line with EU Charter of Fundamental Rights and the Standard Operating Procedure on the protection of personal data (CivOpsCdr instruction 12-2018 as amended).

The Head of Mission reserves the right to reject the recruitment of any selected candidate that proves to be medically unfit to work in a civilian CSDP Mission.

Personal Protection Equipment – It is recommended that national authorities provide seconded selected candidates with protection equipment (Annex 2 - List of recommended security equipment sent to the Contributing States).

Deficiencies in any of the documents asked for a specific position may result in failure of the selection process.

IV. ADDITIONAL INFORMATION

Gender balance - The EU strives for improved gender balance in CSDP operations in compliance with EU policy and UNSCR 1325 on Women, Peace and Security (WPS). The CPCC encourages the EU Member States and the European Institutions to take this into account when offering contributions at all levels.

Application Form – Applications will be considered only when using the online Application Form (AF) accessible on the Goalkeeper-Registrar software module, indicating which position(s) the candidate is applying for. Candidates seconded by Contributing Third States will apply using the dedicated Application Form returned in Word format.

Selection Process –Candidates considered to be most suitable will be shortlisted and, if needed, interviewed in Brussels, at the Headquarters of the Mission or by video conference or phone, before the final selection is made.

If seconded candidates are required to travel to Brussels/Mission Headquarters for interviews, the Contributing States will bear any related costs. Candidates should be selected on the basis of relevant competence and experience, while strict priority shall be given to seconded candidates. Contracted candidates will be selected only on exceptional basis.

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.

Accommodation - Mission Members will be accommodated in Mission provided accommodation and will contribute towards the overall cost of the accommodation.

Training – The selected candidates should complete Missionwise and SAFE² modules, which are designed for the delegations or an equivalent course.

Pre-Deployment Training (PDT) – The selected candidates should have undergone Pre-Deployment Training in accordance with the CSDP agreed Training Policy, or national alternative of the course.

HEAT (Hostile Environment Awareness Training) is currently strongly recommended for Libya. The candidate should undergo a certified HEAT training **not more than five years ago**.

Data Protection – The EEAS and its Directorate CPCC process personal data pursuant to Regulation (EC) 2018/1725 on the protection of individuals with regard to the processing of personal data by the EU institutions, bodies, offices and agencies and on the free movement of such data. The Privacy statement is available on the EEAS website.

V. JOB DESCRIPTION

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).

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

SECONDED POSITIONS (12)

Position Name: Executive Officer	Employment Regime: Seconded	
Ref. Number: LIBHM03	Location: Tripoli/Libya	Availability: ASAP
Component/Department/Unit: Head of Mission/Chief of Staff	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Executive Officer reports to Head of Mission.

2. Main Tasks and Responsibilities:

- To support the management of the Head of Mission office;
- To maintain a registry of all official contacts with the Mission;
- To coordinate advice and information provided for the Head of Mission by Mission offices and Mission members as required;
- To ensure close cooperation with the Head of Mission office and/or other Mission members, drafting plans, directives, Standard Operating Procedures, orders and instructions to be approved and/or issued by Head of Mission;
- To coordinate and liaise with relevant Mission components as required;
- To maintain contacts with local authorities, governmental organisations, non-governmental organisations or other external counterparts in order to collect and disseminate information;
- To act as a focal point for diplomatic protocol issues;
- To assist in Mission reporting and communication.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 and/or military education or training or an award of an equivalent rank; AND
- A minimum of 4 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Administrative skills (office management, event planning, project management).

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multi-national and international organisations;
- Knowledge of EU protocol.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic and/or French.

Position Name: Reporting Officer	Employment Regime: Seconded	
Ref. Number: LIBHM08	Location: Tripoli/Libya	Availability: ASAP
Component/Department/Unit: Head of Mission Office/ Planning, Evaluation and Reporting Office	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Reporting Officer reports to the Head of Planning, Evaluation and Reporting Office.

2. Main Tasks and Responsibilities:

- To monitor and collect information on political events and trends, with a particular focus on the host country, EU and international relevant stakeholders, that may impact on the situation in the Missions' area of responsibility;
- To communicate with key Mission staff members on information management, analysis and reporting procedures in order to ensure submission of high-quality information;
- To collate and support the quantitative and qualitative analysis of inputs originating from the Mission's operational elements on their operational activities against benchmarking;
- To produce timely and accurate periodic and ad-hoc reports for submission to the chain of command, the Mission's operational headquarters, and EU Member States regarding Mission's mandate implementation;
- To contribute to the development and regular updating of the Mission Implementation Plan (MIP);
- To prepare and give presentations; produce talking points, speeches and presentations for various purposes and contexts; and draft meetings reports;
- To design and implement a Mission-wide reporting system and procedures.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 and/or military education or training or an award of an equivalent rank; AND
- A minimum of 4 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Drafting and editing skills;
- Communication and presentation skills;

- Analytical capability and knowledge of information collection;
- Political awareness and understanding.

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 engage with senior officials, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
- Knowledge of Arabic.

Position Name: Border Technology Adviser	Employment Regime: Seconded	
Ref. Number: LIBOP26	Location: Tripoli/Libya	Availability: ASAP
Component/Department/Unit: Operations Department/ Border Management Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line:

The Border Technology Adviser reports to the Head of Border Management Unit.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterparts in a structured manner;
- To support the Mission efforts in addressing areas of structural weaknesses in the performance and accountability of respective counterparts/institutions and to propose solutions for strengthening same;
- To conduct assessment of the border infrastructures and equipment present at the Libyan Border Crossing Points and the area between the BCP;
- To advise and support Libyan counterparts on development and implementation of new technologies for more effective Libyan Border Crossing Points and to enhance the surveillance of the border between BCP's;
- To ensure timely monitoring and reporting on activities within the field of responsibility as per planning documents, in particular progress/lack of progress;
- To maintain necessary contracts and build relationships with relevant local counterparts;
- To support the Mission in liaising and coordinating with EU institutions and international partners in the field of expertise;
- To ensure compliance with instruction/direction from Mission management;
- To design, plan and deliver projects of borders surveillance system and information technologies;
- Defining technical specifications for the borders' surveillance infrastructures and technologies.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 or training or an award of an equivalent rank; AND

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

5. Essential Knowledge, Skills and Abilities:

- Ability to mentor, advise and motivate local counterparts;
- Ability of designing and delivering training;
- Knowledge of modern technologies to support effective control at the borders;
- Project management skills;
- Mediation skills.

6. Desirable Qualifications and Experience:

- Experience of designing and delivering capacity building activities;
- International experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.

Position Name: Border Training Adviser land and air	Employment Regime: Seconded	
Ref. number: LIBOP35	Location: Tripoli/Libya	Availability: ASAP
Component/Department/Unit: Operations Department/ Border Management Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line:

The Border Training Adviser land and air reports to the Head of Border Management Unit.

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 counterparts on a strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and to propose relevant solutions;
- To support Libyan counterparts in identifying training needs and capacity among Libyan counterparts in the area of land and air border management.
- To support, together with other advisers, the Libyan counterparts in the development of training strategies/policies/plans/curricula/training institutions on land border management (surveillance, criminal intelligence, trafficking/smuggling, as directed by the Line Manager;
- To plan and facilitate Training of Trainers (ToT) for Libyan counterparts in coordination with EU institutions and international partners;
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities as per planning documents;
- To liaise closely with other Mission horizontal advisers;
- To ensure that Human Rights and Gender perspectives are integrated into training curricula and activities, in accordance with international Human Rights standards and obligations.
- To provide input to the development and regular updating of the MIP in the field of training;
- To plan and conduct Mission direct training activities according to the MIP and the relevant agreed internal and external training curricula;
- To support the Mission in liaising if requested and coordinate with EU institutions and international partners in the field of expertise;
- To support the Mission in developing regional approach in border management;
- To support the Unit's contribution to the Mission's internal and external monitoring and reporting against benchmarking, also assessing the consistency and sustainability of Mission's training activities over time, and to provide recommendations for the improvement of Mission's performance;
- To design, plan and deliver trainings to relevant Libyan counterparts' coordination with other Mission's experts;
- To support host state authorities in training data collection.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;

- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 or training or an award of an equivalent rank; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Thorough knowledge of land border authorities' tasks related, land and air border control, customs activities, border law enforcement;
- Proven experience in designing and delivering training on land border management;
- Advising skills;
- Presentation skills;
- Innovative thinking;
- Ability to plan, multi-task and manage time effectively;
- Professional Training Qualification/Certification;
- Professional Training of Trainers (ToT) Qualification/Certification;

6. Desirable Qualifications and Experience:

- Experience in international efforts to support host state reforms in the area of Security Sector/Rule of Law.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic language;
- Knowledge of Libyan context.

Position Name: Border Criminal Intelligence/ Analysis Adviser	Employment Regime: Seconded	
Ref. Number: LIBOP39	Location: Tripoli/Libya	Availability: ASAP
Component/Department/Unit: Operations Department/ Head of Fight against Border Crime and Terrorism Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line:

The Border Criminal Intelligence /Analysis Adviser reports to the Head of Fight against Border Crime and Terrorism Unit.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterparts on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- 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 as per planning documents;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other Mission horizontal advisers;
- To design and deliver training;
- To liaise, with EU, EU Member States and international programs/projects/initiatives in the field of Border Criminal intelligence and analysis, if requested and under control by her/his Line manager
- To conduct, upon request, review of the Border Management and relevant law enforcement agencies structure regarding criminal intelligence;
- To establish and develop working relationships with the Libyan partners in charge of the criminal intelligence aspects of fight against border crimes and terrorism, in particular Human being trafficking and migrant smuggling;
- To assess the needs of the Libyan partners in charge of criminal intelligence;
- To elaborate a training plan addressing operational criminal intelligence and the fight against terrorism and organised crime;
- To design and implement specialized training in analysis and sharing criminal intelligence process;
- To develop curricula in order to implement cooperation programs in his/her domain of competency (Criminal intelligence);
- To coordinate and oversee criminal intelligence training;
- To deliver expertise in terms of criminal intelligence cooperation;
- To report to the Head of Fight against Border Crime and Terrorism Unit on the consistency, complementarity and sustainability of the programs;
- In coordination with the Human Rights and Gender Adviser, to ensure that human rights and gender aspects are mainstreamed in the operational activities.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 or training or an award of an equivalent rank; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Ability to mentor, advise and motivate local counterparts;
- Expertise in criminal intelligence and analysis within a law enforcement agency, including fight against migrant smuggling and Human being trafficking;
- Ability to maintain objectivity in complex scenarios and to display sensitivity and sound judgment;
- Ability to engage with senior officials, to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.

6. Desirable Qualifications and Experience:

- Experience of designing and delivering capacity building activities;
- Experience in project management;
- International experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic language.

Position Name: Border Investigation Adviser	Employment Regime: Seconded	
Ref. Number: LIBOP40	Location: Tripoli/Libya	Availability: ASAP
Component/Department/Unit: Operations Department/ Fight against Border Crimes and Terrorism Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line:

The Border Investigation Adviser reports to the Head of Fight against Border Crimes and Terrorism Unit.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterparts on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and to propose relevant solutions;
- 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 as per planning documents;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other Mission horizontal advisers;
- To design and deliver training;
- To provide analysis and recommendations to the Libyan Border and other relevant law enforcement agencies involved in the fight against border crimes, in particular in the fight against Human being trafficking and migrant smuggling;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress/lack of progress;
- To maintain necessary contacts and build relationships with relevant Libyan Border and other relevant law enforcement agencies involved in the fight against border crimes and international stakeholders;
- To ensure compliance with instruction/direction from Mission management;
- To liaise, with EU, EU Member States and international programs/projects/initiatives in the field of Border Investigation, if requested and under control by her/his Line manager.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 or training or an award of an equivalent rank; AND

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

5. Essential Knowledge, Skills and Abilities:

- Ability to mentor, advise and motivate local counterparts;
- Expertise within a law enforcement agency in border investigation, including fight against migrant smuggling and Human being trafficking;
- Ability to maintain objectivity in complex scenarios and to display sensitivity and sound judgment;
- Ability to engage with senior officials, to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.

6. Desirable Qualifications and Experience:

- Experience of designing and delivering training;
- Experience of designing and delivering capacity building activities;
- Experience in project management.
- International experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.

Position Name: Border Training Adviser on Organised Crime	Employment Regime: Seconded	
Ref. Number: LIBOP42	Location: Tripoli/Libya	Availability: ASAP
Component/Department/Unit: Operations Department/ Fight against Border Crimes and Terrorism Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line:

The Border Training Adviser on Organised Crime reports to the Head of Fight against Border Crimes and Terrorism Unit.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterparts on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and to propose relevant solutions;
- 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 as per planning documents;
- 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 Mission horizontal advisers;
- To design and deliver training;
- To establish and develop working relationships with the Libyan partners in charge of fight against organised crime and training;
- To conduct, upon request, review of the Libyan Border and relevant law enforcement agencies involved in fight against cross border crimes structure regarding organised crime;
- To assess the training needs of the Libyan Border and relevant law enforcement agencies in charge of fight against organised crime;
- To elaborate or update a training plan addressing fight against organised crime and adapt it to each Libyan Border and relevant law enforcement agencies;
- To coordinate with EU, EU funded and other relevant international stakeholders any training in fight against organised crime;
- To design and implement specialized training in fight against organised crime for the benefit of Libyan Border agencies and other relevant agencies involved in fight against cross border crimes;
- To contribute if requested to develop curricula in order to implement cooperation programs in the field of organised crime;
- To report to the Head of Fight against Border Crimes and Terrorism Unit on the consistency, complementarity and sustainability of the programs;
- In coordination with the Human Rights and Gender Adviser, to ensure that human rights and gender aspects are mainstreamed in the operational activities.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 or training or an award of an equivalent rank; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Ability to mentor, advise and motivate local counterparts;
- Expertise acquired within a law enforcement agency of fight against organised crime, including fight against migrant smuggling and Human being trafficking;
- Experience of designing and delivering training;
- Ability to maintain objectivity in complex scenarios and to display sensitivity and sound judgment;
- Ability to engage with senior officials, to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.

6. Desirable Qualifications and Experience:

- Experience of designing and delivering capacity building activities;
- Experience in project management;
- International experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.

Position Name: Border Training Adviser on Counter Terrorism	Employment Regime: Seconded	
Ref. Number: LIBOP43	Location: Tripoli/Libya	Availability: ASAP
Component/Department/Unit: Operations Department/ Fight against Border Crimes and Terrorism Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line:

The Border Training Adviser on Counter Terrorism reports to the Head of Fight against Border Crimes and Terrorism Unit.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterparts on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- 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 as per planning documents;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other Mission horizontal advisers;
- To design and deliver training;
- To establish and develop working relationships with the Libyan partners in charge of counter terrorism and training;
- To assess the training needs of the Libyan National Team for Counter Terrorism;
- To elaborate or update a training plan addressing counter terrorism and adapt it to the NTCT as well as other Libyan Border and relevant law enforcement agencies involved in counter terrorism;
- To coordinate with EU, EU funded and other relevant international stakeholders any training in the field of counter terrorism;
- To design and implement specialized training in counter terrorism for the benefit of the NTCT and Libyan Border agencies and other relevant agencies involved in counter terrorism;
- To contribute if requested to develop curricula in order to implement cooperation programs in the field of counter terrorism, in particular in coordination with CEPOL, EUROPOL and commission projects;
- To identify the target audience for the training courses;
- To monitor and implement evaluation of the training;
- To report to the Head of Fight against Border Crimes and Terrorism Unit on the consistency, complementarity and sustainability of the programs;
- In coordination with the Human Rights and Gender Adviser, to ensure that human rights and gender aspects are mainstreamed in the operational activities.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;

- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 or training or an award of an equivalent rank; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Ability to mentor, advise and motivate local counterparts;
- Expertise acquired within a counter-terrorism agency pertaining to law enforcement institution, as well as good training skills;
- Ability to maintain objectivity in complex scenarios and to display sensitivity and sound judgment;
- Ability to engage with senior officials, to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.

6. Desirable Qualifications and Experience:

- Experience in training the trainers.
- Experience of designing and delivering capacity building activities;
- Experience in project management;
- International experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.

Position Name: Senior Integrated Border Management- Interoperability Adviser	Employment Regime: Seconded	
Ref. number: LIBOP44	Location: Tripoli/Libya	Availability: ASAP
Component/Department/Unit: Operations Department/Border Management Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line:

The Senior Integrated Border Management-Interoperability Adviser reports to the Head of the Border Management Unit.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterpart on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To design and deliver training;
- To support as requested, the drafting of the Libyan Border Security strategy and its action plan in coordination with all relevant internal and external actors;
- To advise on operationalising the interoperability between Border Management Agencies internally and externally;
- To provide advice to senior Libyan counterparts which contributes to the interoperability of the law enforcement actors pursuant to the objective of a sustainable border management;
- To be key interlocutor regarding the implementation of the reforms, in close conjunction with all the relevant Libyan authorities and agencies involved in border security, management and trade facilitation;
- Support the coordination and cooperation with relevant regional and international organisations, CSDP missions, as well as third countries and neighbouring countries with a focus on border security and management;
- To ensure that human rights and gender perspectives are integrated into the reforms and into relevant Mission's tasks and activities, policy and plans according with international human rights, in consultation with and supported by the Mission's Human Rights & Gender Advisers;
- To liaise, if requested by the Head of Unit with EU, EU Member States and international programs/projects/initiative in the framework of the EU integrated approach on Libya's IBM capacity building.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;

- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 police or/and military education or training or an award of an equivalent rank; AND
- A minimum of 6 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Operational and strategic level expertise within an SSR context, notably on Border Security and Management and IBM
- Extensive knowledge and expertise on border management and security, including on Integrated Border Management (IBM).
- Planning and coordination skills;
- Capacity to analyse and structure information;
- Ability to engage with senior officials/ governmental level decision makers.

6. Desirable Qualifications and Experience:

- Experience in strategic analyses, planning and reporting as well as a sound understanding of strategic and operational considerations;
- Experience in designing and delivering capacity building activities;
- Experience in project management;
- International experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- 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;
- Knowledge of the Mission area and potential security threats;
- Knowledge of Arabic.

Position: Medical Adviser	Employment Regime: Seconded	
Ref. number: LIBSE07 LIBSE10	Location: Tripoli/Libya Tripoli/Libya	Availability: 03 April 2024 ASAP
Component/Department/Unit: Security and Duty of Care Department/Medical Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line:

The Medical Adviser reports to the Senior Mission Security Officer.

2. Main Tasks and Responsibilities:

- To assist and advise the Head of Mission and the Senior Mission Security Officer on all medical/welfare matters, including on the development of a Mission’s medical service;
- To act as a focal point for the Mission Critical Incident Staff Assistance/Peer support programme and psychosocial/welfare matters;
- To develop plans, organise and monitor the provision of primary care and f Basic Life Support to the Mission;
- To contribute to plans and policies on all medical issues/health matters related to the provision of medical support to the Mission, including a medical emergency evacuation plan;
- To provide the necessary medical inputs for all Mission staff elements especially with regards to operational planning, decision making processes and resulting orders and documents;
- To provide medical guidance to all Mission members and advise the relevant offices accordingly;
- To liaise with international civilian and non-governmental humanitarian and support agencies in the areas of operation when required;
- To assess the requirements for further treatment in theatre and/or the medical evacuation (by ground and/or by air) if Mission members are in need of (advanced) medical treatment due to illness or an emergency in close cooperation with the medical practitioner in attendance;
- To coordinate and monitor the medical evacuation of staff as per Contingency Plans and SOPs, in close cooperation with healthcare providers and the Mission insurance company;
- To organise the use of available MEDEVAC capabilities (air and /or ground) inside or outside the areas of operation;
- To coordinate and perform Medical Briefings and Basic Life support Trainings besides other medical training as required for all Mission members;
- To monitor the epidemiological and overall medical situation in the area of operation, promote and implement preventive medical and occupational health measures including hygiene and recommendations for immunisations;
- To gather all information related to medical support for the Mission members, including social security and health and repatriation insurance, practical and administrative aspects;
- To assess on regular basis existing in- and out-patient medical treatment facilities (MTF) both of the local health service and others and regularly issue an updated list of available MTF in the areas of operation;
- To ensure that the contents of all Mission First Aid and Trauma Kits are present and up-to-date;
- To keep a database on all accidents, incidents and recorded illnesses – and ensure compliance with data protection for sensitive data – in conformity with doctor patient confidentiality;

- To organise and deliver basic and emergency medical services to the Mission's staff in the Mission's premises;
- To provide advice and guidance to Mission staff on the specific Libyan environment and to ensure Memorandum of Understanding, Contingency and Emergency plans are updated and usable;
- To be responsible for all budget lines under the Medical unit -both being investments for equipment as well as the generic running expenditure -including but not limited to pharmaceuticals, pharmacy in general, medical kits, trauma bags, etc.;
- To be a permanent member of the security management team.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

4. Essential Qualifications and Experience:

- Completion of a full course of university studies attested by a degree in Medicine (Medical Doctor) from a recognised Medical School;
- To have a current license to practice medicine in Europe from a recognised Medical School;
- The qualification should be in Medicine;

OR

- Successful completion of university studies in medicine 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 Medicine; OR Registered Nurse Bachelor's in Nursing with minimum specialisation in Emergency Medicine or Anaesthesia, Intensive Care or Primary Care, AND License to practise medicine from a recognised Medical School;
- A minimum of 4 years of relevant clinical experience, e.g. A&E (Acute and Emergency) or Pre-hospital or Anaesthesia/Intensive Care or Primary Care, out of which 2 years at management level, after having fulfilled the educational requirements;
- A minimum of 2 years of relevant professional experience, in the field of medical planning and administrative procedures, after having fulfilled the educational requirements.
- Provide a "Certificate of Good Standing / Current Professional Status" or equivalent issued by a competent EU national authority;

5. Essential Knowledge, Skills and Abilities:

- Knowledge in drafting Standing Operational Procedures, medical planning documents, and decisions notes;
- Extensive knowledge of emergency medicine;
- Fluent written and spoken English language skills;
- Highly resilient and willing to work extra hours when required;
- Knowledge of tropical medicines.

6. Desirable Qualifications and Experience:

- Contract management and procurement procedures;
- Flight Medical and/or MEDEVAC experience;
- Experience in assessing medical facilities, including under difficult conditions abroad;
- Advanced Trauma Life Support (ATLS);
- Successful completion of Major Incident Medical Management and Support (MIMMS) Course;
- International medical experience, particularly in crisis areas or in CSDP Missions with multi-national and international organisations;
- Experience in delivering medical training in emergency medicine, trauma and health care;
- Experience in CSDP Missions.

7. Desirable Knowledge, Skills and Abilities:

- Ability to work in demanding, deadline-driven environment and to establish and maintain effective working relationships with people of different national and cultural backgrounds;
- Presentation skills to wider audiences;
- Knowledge of the Mission area and potential health threats;
- High resilience under mental pressure;
- Valid C or C1 driving license;
- Knowledge of Arabic and/or French.

Position: Mission Security Officer/Medical and Safety	Employment Regime: Seconded	
Ref. number: LIBSE09	Location: Tunisia/ Libya	Availability: 14 June 2024
Component/Department/Unit: Security and Duty of Care Department/Security Unit	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line:

The Mission Security Officer/Medical and Safety reports to the Senior Mission Security Officer (SMSO).

2. Main Tasks and Responsibilities:

- To assist the Senior Mission Security Officer in the development, implementation and updating of the Mission Security Plan and all supporting security and safety documents, instructions and procedures;
- To assess the security situation and to provide comprehensive reports to the Senior Mission Security Officer on all incidents affecting Mission members;
- To assist the Senior Mission Security Officer in reviewing the security phases;
- To work in close cooperation with the Mission Support Department in matters related to the procurement of security related equipment and services;
- To elaborate in-depth planning and execution of security operations;
- To support in the identification, development, delivery and auditing of security training requirements;
- In line with the EU Policy of EU staff deployed outside the EU in an operational capacity under Title V of the Treaty on European Union:
 - To perform security reviews of personal protective equipment, transport and residences and Mission Offices;
 - To ensure all security and communications equipment is operational and ready to use;
 - To conduct regular security drills, communication tests and evacuation exercises;
 - To provide briefings and presentations to Mission members on matters related to safety and security to ensure staff are prepared for emergencies;
 - To liaise and cooperate with national law enforcement agencies, international organisations, NGOs, other EU bodies and diplomatic representatives on security matters;
 - To provide assistance to Mission members and ensure all necessary actions are taken, particularly in emergency cases;
 - To travel to all Mission areas including (Libya) high-risk areas as required;
- To replace Libyan based MSO as required;
- To assist the Medical Adviser (MA) in his/her tasks and replace him/her when he/she is absent including but not limited to;
- Continuity of current medical, emergency and other planning according to the directives given by the Medical Adviser;
- 24/7 response to medical incidents. Coordinate and monitor the medical evacuation chain with the contracted health care provider and the Mission's insurance provider with the Medical Adviser and in his/her absence;
- To give advice on all Health and Safety matters to the MA and the SMSO;
- To manage the mission business continuity plan and follow up with the Mission Support Department regarding emergency storage for fuel, water, medical equipment, communications and rations;

- Manage and maintain the status of EUBAM Shelters and safe-rooms;
- Fire Safety Management: assessment and management of fire risks.

3. General Tasks and responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

4. Essential Qualifications and Experience:

- Successful completion of University studies of at least 3 years attested by a diploma OR a qualification at the level in the National Qualifications Framework 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 and/or military education or training or an award of an equivalent rank; AND
- A minimum of 4 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Planning, and time-management skills;
- Analytical skills.

6. Desirable Qualifications and Experience:

- Security studies, security and defence studies, peace and conflict studies, intelligence or other related fields;
- Valid license for armoured vehicles or C or C1 Driving license;
- International experience, particularly in crisis areas with multinational and international organisations;
- Certificate in CPCC/MSB MEDSEC course;
- Certificate in Tactical Combat Casualty Care (TCCC) OR equivalent;
- Certificate in Major Incident Medical Management and Support (MIMMS) course OR equivalent; MEDEVAC experience.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of the Mission area and potential security threats.

SECONDED/CONTRACTED POSITIONS (2)

Position: Financial Verification Officer	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support Management Level
Ref. number: LIBHM06*	Location: Tripoli/Libya	Availability: 01 April 2024
Component/Department/Unit: Head of Mission Office	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line:

The Financial Verification Officer reports to the Head of Mission (HoM) and is independent of the Head of Mission Support.

2. Main Tasks and Responsibilities:

- To execute ex-ante checks put in place by the Authorising Officer, in coordination with Finance, Procurement and Human Resources Units and other Mission Units;
- To ensure each expense is in line with criteria of eligibility and requirements referred to in the applicable regulations;
- To verify, in accordance with the provisions of the ex-post regimen, that the Mission procurement procedures are conducted in line with the applicable rules;
- To define and implement, with the aim of informing project managers and task officers from various areas of the Mission, a regular training schedule on the authorising and validation process;
- To undertake any other related tasks as requested by the Line Manager(s).
- To contribute to the development and periodic review of relevant Mission Standard Operating Procedures (SOPs) in the area of Finance management and control.
- To inform project managers/task officers on the authorising and validation process;
- To contribute to the training of Mission members as required.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 and/or military education or training or an award of an equivalent rank; AND
- A minimum of 4 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Analytical, research and problem-solving skills;
- Ability to operate spread sheets, or PC-based budget, accounting or human resource systems;
- Proficiency in at least one accounting software and Microsoft applications especially Excel;

- Ability to pay close attention to detail so that work produced is reliable and accurate;
- Ability to engage with senior officials, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.

6. Desirable Qualifications and Experience:

- Verification Officer course/training or other related course/training;
- Degree or certificate in economics/business or public administration/management/accounting or other related field;
- International experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Good knowledge and/or experience in strategic management and/or public administration;
- 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;
- High resilience under stress;
- Knowledge of Arabic.

Position Name: Logistics Officer	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support – Management Level (MSML)
Ref. Number: LIBHM25*	Location: Tripoli/Libya	Availability: 01 March 2024
Component/Department/Unit: Head of Mission Office/Project Cell	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line:

The Logistics Officer reports to the Head of Project Cell.

2. Main Tasks and Responsibilities:

- To apply general logistics policies, draft technical reports and implement operating instructions, guidelines and procedures regarding provision of assets and supplies;
- To provide logistical support to all Mission members for assets required to fulfil their tasks, e.g. computers, vehicles, furniture, telecommunications, stationary, etc.;
- To coordinate and manage the distribution and reallocation of all logistical resources provided for the region, ensuring systems are in place for replacement and repair;
- To coordinate the provision of material and office space;
- To perform tasks related to building management, such as coordinate projects related to premises, construction, furniture, etc.;
- To develop and maintain the assets inventory;
- To produce reports on logistical issues, proposing/recommending changes and improvements to ensure accuracy;
- To identify goods and/or services requirements and technically define the requirements to correspond to the process to procure goods and services;
- To assist in maintaining a comprehensive database of expendable and non-expendable items;
- To receive, review, analyse, assign, process and track certified requisitions submitted for procurement action;
- To draft specifications for issuing tenders related to the area of responsibility;
- To provide project management service and technical reporting to the Head of Project Cell;
- To assist in project planning, development, coordination and implementation of Mission projects in support of mandate implementation;
- To assess project proposals and issue feasibility and sustainability recommendations;
- To advise Missions operational components and heads of units in the preparation of project proposals, budgets, notes of understanding and project agreements etc.;
- To ensure project proposals are in line with Mission programmes and coordinated internally and externally;
- To act as the interface between project leaders and various elements of Mission Support;
- To maintain records of the Mission project history and ongoing activities;
- To conduct post project reporting and evaluation;
- To liaise with Mission international partners in close coordination with the Mission Coordination and Cooperation capability

- To assist the Mission Support Department in making the reception of goods for the orders that fall under the area of responsibility.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

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 fields of Logistics, Supply Chain Management, Transport, Engineering, Administration or other related field) OR equivalent and attested police and/or military education or training or an award of an equivalent rank; AND
- A minimum of 4 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Knowledge of current technologies for Warehousing, Supply Chain Management as well as Fleet Management;
- Awareness of different product and services markets and industrial business networks.

6. Desirable Qualifications and Experience:

- Certification in an international project management methodology (e.g. ILS "Integrated Logistic Support", PRINCE2).

7. Desirable Knowledge, Skills and Abilities:

- Proficiency in use of standard maintenance related software and data entry processes, knowledge of logistics databases and inventory procedures;
- Proficiency in use of dedicated software used to manage support functions (such as ERP)
- Knowledge of Arabic and/or French is an advantage.