

EUROPEAN EXTERNAL ACTION SERVICE



Annex 1

<p style="text-align: center;">European Union Advisory Mission in Iraq EUAM Iraq 3-2024 Call for Contributions Requirements and Job Descriptions</p>				
Organisation:	European Union Advisory Mission in Iraq (EUAM Iraq)			
Job location:	Baghdad & Erbil (Iraq)			
Employment regime:	As indicated below			
Job titles/ vacancy notice:	Ref.:	Name of the post:	Location:	Availability:
	<u>Seconded (14)</u>			
	IAT 510	Executive Officer	Baghdad	ASAP
	IAT 517	Political Adviser	Baghdad	ASAP
	IAT 519	Environmental Adviser	Baghdad	ASAP
	IAT 541	Planning & Evaluation Officer	Baghdad	24/02/2025
	IAO 513	Senior Strategic Adviser on Preventing & CVE	Baghdad	ASAP
	IAO 514	Senior Strategic Adviser on Organised Crime	Baghdad	ASAP
	IAO 516	Senior Strategic Adviser on Organised Crime/Anti-Drugs	Baghdad	10/03/2025
	IAO 517	Senior Strategic Adviser on Organised Crime/Anti-Drugs	Baghdad	ASAP
	IAO 520	Senior Strategic Adviser on Counter-Terrorism	Baghdad	ASAP
IAO 522	Senior Strategic Adviser Border Management	Baghdad	ASAP	

	IAO 558	Senior Strategic Adviser on Institutional Reform	Baghdad	ASAP
	IAO 559	Senior Strategic Adviser on Institutional Reform	Baghdad	23/02/2025
	IAO 561	Senior Strategic Adviser on Command & Control/Crisis Management	Baghdad	ASAP
	IAO 573	Senior Strategic Adviser on Organised Crime/Anti-Drugs	Erbil	ASAP
<u>Seconded/Contracted (3)</u>				
	IAD 516	Mission Security Officer	Baghdad	23/03/2025
	IAD 517	Mission Security Assistant	Baghdad	22/02/2025
	IAS 530	Head of General Support Services	Baghdad	08/10/2024
Deadline for applications:	Thursday, 10 October 2024 at 17:00 (Brussels time)			
Applications must be submitted to:	<p>1) You have the nationality of 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>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 Ken WACHTELAER</p> <p>CPCC-EUAM-IRAQ@eeas.europa.eu</p>			

High Risk Non-Family Mission

European Union Advisory Mission in Iraq (EUAM Iraq) bears a High Risk Non-Family Mission status due to the present risk rating of the mission area as high, according to the SIAC risk rating table. As such, international seconded and contracted mission members shall at no time receive visits or be habitually accompanied by any family member in the mission area for the duration of their present tour of duty or contract.

Seconded personnel – For seconded positions, only personnel nominations received through official channels from EU Member States will be considered. EU Member 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).

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/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 EU Member States and Contributing Third States (Contributing States) propose candidates for the following international expert positions for EUAM Iraq, 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 – 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:

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.

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

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).

Skills and abilities

Language skills – Candidates must have the understanding, speaking, and writing proficiency in the working languages of the Mission (English). 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 advised to verify their proficiency through the following link: <https://europa.eu/europass/en/common-european-framework-reference>.

Communication and interpersonal skills – 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.

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 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 – 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 general conditions 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 – 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 – Knowledge of local language(s), depending on the job tasks 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 – Contributing States and selected candidates 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 on route to the Mission.

Education diploma(s)/certificate(s) and/or 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 their 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 European Union Classified Information (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 Agreements.

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. A dental examination is also required to certify 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

candidate, 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 Heads of Mission reserve 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.

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

IV. ADDITIONAL INFORMATION

Equal opportunities – The EEAS is committed to an equal opportunities policy for all its employees and applicants for employment. As an employer, the EEAS is committed to promoting gender equality and to preventing discrimination on any grounds. It actively welcomes applications from all qualified candidates from diverse backgrounds and from the broadest possible geographical basis amongst the EU Member States. We aim at a service, which is truly representative of society, where each staff member feels respected, is able to give their best and can develop their full potential.

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 European Institutions to take this into account when putting forward candidates 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 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.

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.

Training – The selected candidates should complete Missionwise and e-SAFE modules, which are designed for the delegations or an equivalent course. The modules can be accessed in the following link: <https://webgate.ec.europa.eu/eeas/security-e-learnings>.

HEAT Training - Candidates must have undergone a certified Hostile Environment Awareness Training (four to five days residential training) no more than five years ago.

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

Data protection – The EEAS, and its Directorate CPCC, processes 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 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 Operational Plan (OPLAN).

SECONDED POSITIONS

Position Name: Executive Officer	Employment Regime: Seconded	
Ref. Number: IAT 510	Location: Baghdad, Iraq	Availability: ASAP
Component/Department/Unit: Head of Mission Office	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Executive Officer reports to the Head of Mission.

2. Main Tasks and Responsibilities:

- To manage the Head of Mission' office in close coordination with the Deputy Head of Mission and the Chief of Staff;
- To maintain a registry of all official contacts and correspondence with the Mission;
- To coordinate advice and information provided for the Head of Mission, by Mission components and Mission members as required;
- To ensure close cooperation of the Head of Mission' office and 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 manage the day-to-day administration of the HoM's schedule: including weekly Senior Management Meetings, video conferences. Arrange meetings and any other related request. Coordinate the duty trips for Head of Mission;
- To develop and maintain the Strategic External Engagements Planner and ensure close coordination with the HoM, DHoM and CoS and facilitate their planning and meeting schedules;
- To act as the line manager of the National Administrative Assistant(s).

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;

- EU protocol.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic or other EU languages.

Position Name: Political Adviser	Employment Regime: Seconded	
Ref. Number: IAT 517	Location: Baghdad, Iraq	Availability: ASAP
Component/Department/Unit: Head of Mission Office	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Political Adviser reports to the Deputy Head of Mission and acts as the primary advisor to the Head of Mission on political affairs.

2. Main Tasks and Responsibilities:

- To follow political developments in the region;
- To provide analysis and political advice to the Head of Mission and Mission management related to the possible impact of political developments on the Mission mandate implementation;
- To ensure the Head of Mission and senior Mission management are regularly updated on political developments;
- To maintain close relationships with the EU Delegation.;
- To liaise and develop relationships with relevant political actors, parliamentarians, local authorities, civil society, EU actors, Contributing Third States and international organisations;
- To contribute to the analysis and advice on policy matters pertaining to the Mission mandate implementation;
- To draft Mission reports and prepare briefings, notes, speeches and meeting records;
- To advise the Head of Mission and senior Mission management on the political impact of ongoing reforms related to the Mandate implementation;
- To conduct briefings for Mission members and other individuals and groups;
- To contribute to the political aspects of press and public information activities, including to assist in clearance of draft press releases, public statements and articles;
- To coordinate and cooperate closely with the Mission's other analytical elements, such as the Security Analysts, the Mission Analytical Capability Analyst, and the Human Rights Adviser.

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 following fields of expertise: Political studies, International Relations, Public Policy, Diplomacy, Security studies or other related field; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Drafting and presentation skills;
- Political sensitivity, with the ability to exercise discretion, judgement and confidentiality.

6. Desirable Qualifications and Experience:

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

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.

Position Name: Environmental Adviser (Head of Mission)	Employment Regime: Seconded	
Ref. Number: IAT 519	Location: Baghdad, Iraq	Availability: ASAP
Component/Department/Unit: Mission's HQ/ Chief of Staff Office	Security Clearance Level: EU SECRET	Open to Contributing Third States: NO

1. Reporting Line:

The Environmental Adviser reports to the Head of Mission and is administratively line managed by the Chief of Staff.

2. Main Tasks and Responsibilities:

- To act as the Mission focal point for environmental and climate issues;
- To provide advice to the Head of Mission and Mission management on the implementation of the EU policy on environment and climate within the Mission mandate;
- To assist in the operationalisation and integration of climate and environment perspectives and mainstreaming issues within the Mission;
- To provide ad hoc advice on technical and managerial solutions to improve the Mission environmental performance;
- To raise awareness and provide training on environmental and climate issues;
- To support the development of environmental and climate analysis related to the implementation of the Mission mandate including policy development, duty of care aspects, security analysis, Mission footprint and environmental health issues etc.;
- To establish mechanisms for monitoring, implementing and evaluating EU and international instruments for environment and climate including deliverables on the "EU Green Deal" and the "EU Climate Law";
- To carry out analyses and provide advice on the nexus of security, climate and environmental situation in the host state and potential implications on the Mission mandate;
- To advise on the development and content of strategic communications with regard to climate and environmental dimensions;
- To contribute to the development and periodic review of relevant Mission Standard Operating Procedures aiming at integrating climate and environmental perspective;
- To liaise with the local and international entities involved in the promotion of environmental sustainability and climate security;
- To ensure Mission management and Mission members are up to date on sustainability, environmental considerations and climate smart approaches;
- To establish long-term working relationships with environmental organisations in line with the Sustainable Development Goals' agenda;
- To maintain close cooperation with the operations department in order to provide adequate advice to relevant Iraqi authorities.

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 environmental health, environmental science, natural resources management, sustainability approaches or other related field; AND

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

5. Essential Knowledge, Skills and Abilities:

- Ability to conduct environmental assessments and analyses;
- Ability to provide advice based on sustainable environmental approaches and climate smart solutions;
- Training skills;
- Knowledge of the Sustainable Development Goals and the Paris Agreement content and their applications;
- Knowledge of the climate security nexus.

6. Desirable Qualifications and Experience:

- Knowledge of climate footprint analysis, green engineering, environmental management systems, environmental assessments etc.;
- Technical knowledge on environmental and climate mitigation/adaptation;
- International experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.

Position Name: Planning and Evaluation Officer	Employment Regime: Seconded	
Ref. Number: IAT 541	Location: Baghdad	Availability: 24/02/2025
Component/Department/Unit: Mission's HQ/CoS/Planning, Reporting & Evaluation Section	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line

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

2. Main Tasks and Responsibilities:

- To develop, maintain and regularly update the Mission Implementation Plan (MIP) in close cooperation with the relevant Mission operational elements and other stakeholders;
- To coordinate and provide quantitative and qualitative analysis of inputs originating from the Mission operational and advisory elements on the progress of Mission activities and state of play of mandate implementation;
- To liaise regularly with the Mission operational and advisory elements on one hand and external stakeholders on the other for information exchange, coordination, and cooperation;
- To help prepare Mission coordination meetings on the progress of MIP implementation and ensure that Mission personnel is also regularly updated;
- To contribute to the Mission Project Cell activities by identifying and developing new projects in line with the Mission mandate;
- To coordinate, develop and implement baseline surveys, monitoring and evaluation exercises for assessing the impact of the Mission activities.
- To regularly conduct mandate implementation progress tracking.

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 research skills;
- Communication and presentation skills;
- Analytical skills and knowledge of information collection.

6. Desirable Qualifications and Experience:

- Experience in project management, planning processes, monitoring and evaluation methodologies and result-based management;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Excellent interpersonal skills;
- Ability to multi-task with a time management efficiency;
- Ability to work under pressure and with tight deadlines and to manage multiple tasks and unexpected demands.

Position Name: Senior Strategic Adviser on Preventing and Countering Violent Extremism	Employment Regime: Seconded	
Ref. Number: IAO 513	Location: Baghdad, Iraq	Availability: ASAP
Component/Department/Unit Operations Department/ Law Enforcement Agencies Component	Security Clearance Level EU SECRET or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Senior Strategic Adviser on Preventing and Countering Violent Extremism (P-CVE) reports to the Head of Law Enforcement Agencies Component.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan;
- To support the development of a more structured and institutionalised, whole-of-society approach to P-CVE through providing strategic advice to national government entities on implementation of the national CVE Strategy;
- 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 maintain necessary contacts and build relationships with relevant local and international counterparts;
- To liaise closely with other Mission's advisers;
- To provide back-stopping to the Senior Strategic Advisors on Counter-terrorism (CT) when needed.

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 and/or 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:

- Ability to mentor, advise and motivate local counterparts;
- Experience in developing or implementing national and/or local P-CVE strategies or action plans;
- Documented working experience in the field of P-CVE.

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multinational and international organisations;
- Experience in providing strategic advice to senior government officials.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.

Position Name: Senior Strategic Adviser on Organised Crime	Employment Regime: Seconded	
Ref. Number: IAO 514	Location: Baghdad, Iraq	Availability ASAP
Component/Department/Unit Operations Department/Law Enforcement Agencies Component	Security Clearance Level: EU SECRET or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Senior Strategic Adviser on Organised Crime, reports to the Head of Law Enforcement Agencies Component.

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 maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To support the development of the local institutions and Ministry of Interior (MoI) in the field of Organised Crime, through relevant activities;
- To develop policies and strategies in collaboration with the local institutions and MoI;
- To develop capacity building activities in the field of organised crime.

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 and/or 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:

- Ability to mentor, advise and motivate local counterparts;
- Experience of designing training;
- Knowledge of conducting needs assessments and developing strategies;
- Experience in organised crime investigations and international cooperation.

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multinational and international organisations ;
- Experience in policies, strategies and operations related with organized crime in national and international environment;
- Experience in working with EU JHA policies, relevant EU JHA agencies/institutions and international initiatives/policies/agencies.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.

Position Name: Senior Strategic Adviser on Organised Crime/Anti-Drugs	Employment Regime: Seconded	
Ref. Number: IAO 516 & IAO 517	Location: Baghdad, Iraq Baghdad, Iraq	Availability 10/03/2025 ASAP
Component/Department/Unit Operations Department/Law Enforcement Agencies Component	Security Clearance Level: EU SECRET or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Senior Strategic Adviser on Organised Crime/Anti-Drugs, reports to the Head of Law Enforcement Agencies Component.

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 maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other Mission's advisers;
- To support the development of the local institutions and Ministry of Interior (Mol) in the field of Organised Crime, through relevant activities;
- To develop policies and strategies in collaboration with the local institutions and Mol;
- To develop capacity building activities in the field of organised crime.

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 and/or 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:

- Ability to mentor, advise and motivate local counterparts;
- Experience of designing training;
- Knowledge of conducting needs assessments and developing strategies.
- Experience in organised crime investigations and international cooperation.

6. Desirable Qualifications and Experience:

- Experience in drafting anti-drug strategies and planning and conducting anti-drug operations in national and international environment;
- International experience, particularly in crisis areas with multinational and international organisations ;
- Experience in working with EU JHA policies, relevant EU JHA agencies/institutions and international initiatives/policies/agencies.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.

Position Name: Senior Strategic Adviser on Counter-Terrorism	Employment Regime: Seconded	
Ref. Number: IAO 520	Location: Baghdad, Iraq Baghdad, Iraq	Availability: ASAP 03/01/2025
Component/Department/Unit: Operations Department/ Law Enforcement Agencies Component	Security Clearance Level: EU SECRET or Equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Senior Strategic Adviser on Counter-Terrorism reports to the Head of Law Enforcement Agencies Component (HoLEAC).

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan through strategic advice to local counterparts;
- 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 counterparts in the area of responsibility;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To provide back-stopping to the Senior Strategic Advisors on Preventing and Countering Violent Extremism when needed;
- To ensure coordination and cooperation with relevant international partners in the field of CT
- To support the development of the relevant local institutions in the field of Counter Terrorism through Strategic Advice;
- To be the key interlocutor with the relevant local institutions responsible for implementing the Iraqi CT Strategy;
- Through Strategic Advice support the development of policies in line with the local institutions responsible for implementing the Iraqi CT Strategy.

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 and/or 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:

- Experience in providing strategic advice and motivating local counterparts in an international context;
- Knowledge and experience of working in the field of counter terrorism on a higher strategic level;
- Knowledge and experience of the EU CT facilities;
- Experience of designing trainings;

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multinational and international organisations. (e.g CSDP-, UN- or OSCE Missions);
- Experience and skills of managing cultural differences in negotiations and advising in an international context;
- Knowledge of Iraqi security institutions and dynamics.

7. Desirable Knowledge, Skills and Abilities:

- Ability to mentor and motivate local counterparts;
- Ability to engage with senior officials on a government level decisionmakers;
- International experience from working in fragile and conflict affected states, bilaterally or with multinational and international organisations;
- Experience in project management;
- Experience with EU JHA/CT policies and relevant EU JHA agencies;
- Knowledge of Arabic.

Position Name: Senior Strategic Adviser Border Management	Employment Regime: Seconded	
Ref. Number: IAO 522	Location: Baghdad, Iraq	Availability: ASAP
Component/Department/Unit: Operations Department/Law Enforcement Agency Component	Security Clearance Level: EU SECRET or Equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Senior Strategic Adviser Border Management reports to the Head of Law Enforcement Agency Component.

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 support the development of the local institutions in the field of Integrated Border Management through activities and advising;
- To develop policies in line with the relevant local Border institutions.

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 and/or 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:

- Ability to mentor, advise and motivate local counterparts;
- Experience on border crossing points and border surveillance at local and national level;
- Thorough knowledge of European IBM and relevant regulations;
- Experience of designing and delivering workshops;
- Knowledge of strategic planning;
- Knowledge about EU JHA and international border management cooperation (FRONTEX, IOM, ICMPD, INTERPOL, EUROPOL).

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multinational and international organisations;
- Experiences as Senior Law Enforcement Officer;
- Experiences in institutional reform and development of training requirements in Home Affairs at ministerial level;
- Experience in project management.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.

Position Name: Senior Strategic Adviser on Institutional Reform	Employment Regime: Seconded	
Ref. Number: IAO 558 IAO 559	Location: Baghdad, Iraq Baghdad, Iraq	Availability: ASAP 23/02/2025
Component/Department/Unit Operations Department/Strategic Civilian SSR Component	Security Clearance Level: EU SECRET or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Senior Strategic Adviser on Institutional Reform reports to the Head of Strategic Civilian SSR Component.

2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the relevant mission planning documents and the Mission Implementation Plan through strategic advice to local counterparts;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions through enabling interventions and supporting positive reform;
- To provide analysis, strategic advice and recommendations to the local counterparts;
- To maintain close contact and build effective relationships with relevant national and international strategic partners;
- Initiate, develop and lead relevant projects and organise events to progress and support SSR with counterparts.
- To liaise closely with other Mission's advisers;
- To advise the Ministry of Interior (MoI) on strategic and organisational development to support the objective of it becoming a more effective, transparent and accountable institution;
- To advise the MoI on measures which enhance organisational integrity and reduce the risk of corruption including through working in partnership with strategic partners to promote anti-corruption synergies and ensure coherence in anti-corruption interventions;
- Advise and assist the MoI is ensuring it meets its obligations in the context of the implementation of the National Anti-Corruption Strategy;
- To contribute to efforts which enable and strengthen inter-institutional coherence with the Ministry and the Federal Commission of Integrity;
- To advise the MoI on the development and implementation of policy and strategy which promotes good governance and strengthens institutional resilience including the multi-annual plan and annual plans as well as institutional business policies;
- To promote and employ EU and international effective practice including conceptual tools and concepts which contribute to organisational reform;
- To support a programmatic approach and promote context specific policy interventions which contribute to institutional development and resilience.

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 and/or 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:

- Ability to mentor, advise and motivate local counterparts;
- Knowledge and experience of institutional reform and development of training requirements in Home Affairs issues at ministerial level;
- Knowledge and experience of policing, security sector reform and modern leadership and governance concepts;
- Critical thinking and active listening skills;
- Complex problem-solving and performance management skills;
- Time management skills;
- Knowledge and skills in leading successful change and reform at the strategic level.

6. Desirable Qualifications and Experience:

- International mission experience, particularly in crisis areas with multinational and international organisations (e.g. CSDP, UN, OSCE etc.);
- Strong skills and experience in managing cultural differences in negotiations, advising and negotiation experience from Middle East context;
- Experience with and knowledge of Iraqi security institutions and dynamics;
- Experience in counter corruption programmes.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.

Position Name: Senior Strategic Adviser on Command, Control/Crisis Management	Employment Regime: Seconded	
Ref. Number: IAO 561	Location: Baghdad, Iraq	Availability: ASAP
Component/Department/Unit Operations Department/ Strategic Civilian SSR Component	Security Clearance Level: EU Secret	Open to Contributing Third States: No

1. Reporting Line:

The Senior Strategic Adviser on Command, Control/ Crisis Management reports to the Head of Strategic Civilian SSR Component.

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 counterparts in the area of responsibility;
- To establish and maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other Mission's advisers;
- To support the development of the relevant local institutions, primarily, Ministry of Interior (MoI) and Office of National Security Advisory (ONSA), in the fields of command, control and crisis management through appropriate and effective advisory and mentoring activities;
- To advise the MoI, ONSA, or other appropriate national or local authority or agency on the development of strategies, policies and doctrines to support institutional development of command, control and/or crisis management capabilities in line with human rights standards;
- To advise the MoI, ONSA, or other appropriate national or local authorities or agency in the development of effective command and control and/or crisis management structures and mechanisms;
- To advise and assist the MoI, ONSA, or other appropriate national agencies in the broader context of the development of effective Iraqi national security architecture.
- To liaise closely with other international advisers, such as advisers from UNDP, and the lead international adviser under the Security Sector Reform Programme (SSRP) on National Security architecture;

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 and/or 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:

- Ability to mentor, advise and motivate local counterparts;
- Experience in operational and/or strategic-level critical incident/crises management and leadership
- Experience of operational and/or strategic-level major event/major emergency planning, and management and leadership;
- Experience with teamworking and/or team leadership
- Experience of designing trainings;
- Knowledge of current best international practices in the fields of command, control and crisis management.

6. Desirable Qualifications and Experience:

- International experience, particularly in fragile and conflict or crisis affected States or areas with multinational and international organisations e.g. CSDP, UN, OSCE Missions;
- Experience in organizational development and/or institutional reform;
- Experience in reviewing inter-service/inter-institutional command, control/crisis management structures;
- Experience within the field of state security operations or the development of state security architecture at operational and/or strategic levels;
- Experience in project management;
- Experience with EU JHA/CT policies and relevant EU JHA agencies.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.

Position Name: Senior Strategic Adviser on Organised Crime/Anti-Drugs	Employment Regime: Seconded	
Ref. Number: IAO 573	Location: Erbil, Iraq	Availability ASAP
Component/Department/Unit Operations Department/Law Enforcement Agencies Component	Security Clearance Level: EU SECRET or equivalent	Open to Contributing Third States: Yes

1. Reporting Line:

The Senior Strategic Adviser on Organised Crime/Anti-Drugs, reports to the Head of Law Enforcement Agencies Component.

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 maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other Mission's advisers;
- To support the development of the local institutions and Ministry of Interior (MoI) in the field of Organised Crime, through relevant activities;
- To develop policies and strategies in collaboration with the local institutions and MoI;
- To develop capacity building activities in the field of organised crime.

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 and/or 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:

- Ability to mentor, advise and motivate local counterparts;
- Experience of designing training;
- Knowledge of conducting needs assessments and developing strategies;
- Experience in organised crime investigations and international cooperation.

6. Desirable Qualifications and Experience:

- Experience in drafting anti-drug strategies and planning and conducting anti-drug operations in national and international environment;
- International experience, particularly in crisis areas with multinational and international organisations ;
- Experience in working with EU JHA policies, relevant EU JHA agencies/institutions and international initiatives/policies/agencies.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Kurdish.

SECONDED/CONTRACTED POSITIONS

Position Name: Mission Security Officer	Employment Regime: Secoded/contracted	Post Category for Contracted: Mission Support Management Level (MSML)
Ref. number: IAD 516	Location: Baghdad, Iraq	Availability: 23/03/2025
Component/Department/Unit: Security & Duty of Care Department/Security Division	Security Clearance Level: EU Secret	Open to Contributing Third States: No

1. Reporting Line:

The Mission Security Officer (MSO) reports to the Deputy Senior Mission Security Officer.

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;
- To assist the Senior Mission Security Officer as Mission Information Security Officer to manage the EUCI and implement the existing rules and policies ;
- 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 manage and perform the daily security duties including journeys, residential and office, and locations' security risk assessments;
 - 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 high-risk areas 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 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:

- Organisational, planning and time-management skills;
- Analytical skills;
- Writing and reporting skills;
- Ability to work under stress and in a deadline driven-environment.

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;
- Successful completion of EU Mission Security Officer Certification Course or equivalent;
- International experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of the Mission area and potential security threats;
- Ability to produce long-term assessments and forecasts of the security situation;
- Interpersonal skills, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
- Highly resilient to austere conditions, able to adapt to a lockdown lifestyle;
- Knowledge of Arabic.

Position Name: Mission Security Assistant	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support Assistant Level (MSAL)
Ref. number: IAD 517	Location: Baghdad, Iraq	Availability: 22/02/2025
Component/Department/Unit: Security & Duty of Care Department/Security Division	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line:

The Mission Security Assistant (MSA) reports to the Deputy Senior Mission Security Officer (DSMSO).

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 conduct the role and responsibilities of an MSA as appropriate.

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 a minimum level of secondary education attested by a diploma giving access to post-secondary education OR equivalent and attested police or/and 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.
- Ability to work under stress and in a deadline driven-environment.

6. Desirable Qualifications and Experience:

- International experience, particularly in crisis areas with multinational and international organisations.
- Police or military background;
- Successful completion of EU Mission Security Officer Certification Course or equivalent;
- Valid license for armoured vehicles or C or C1 Driving license.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of the Mission area and potential security threats;
- Writing and reporting skills;
- Interpersonal skills, ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
- Knowledge of Arabic.

Position Name: Head of General Support Services (GSS)	Employment Regime: Seconded/Contracted	Post Category for Contracted: Expert Level
Ref. Number: IAS 530	Location: Baghdad	Availability: 08 Oct 2025
Component/Department/Unit Mission Support Department/ General Support Services Unit	Level of Security Clearance: EU RESTRICTED	Open to Contributing Third States: No

1. Reporting Line:

The Head of General Support Services reports to the Head of Mission Support.

2. Main Tasks and Responsibilities:

- To assist and advise the Head of Mission Support on matters related to General Support Services;
- To lead, manage and coordinate the work and staff of the Mission General Support Services including logistics, transport, facility management, asset management
- To propose operational changes to improve the efficiency of the Mission General Support Services;
- To manage and supervise the budget allocated to General Support Services;
- To plan, develop and implement support services organisational strategies within the approved budget and timelines;
- To assess and plan Mission requirements in consultation and cooperation with Heads of Unit;
- To establish and maintain appropriate systems for measuring various aspects of assets management;
- To set goals and priorities for each unit in consultation with Heads of Unit;
- To identify, manage and report the risks arising from the implementation of specific processes, systems, and projects;
- To implement gender-responsive leadership and ensure gender and human rights mainstreaming internally and externally in mandate implementation;
- To uphold a strict zero tolerance policy to misconduct, including all forms of harassment, sexual harassment, discrimination and abuse, and proactively ensure an equal and inclusive work environment for all staff;
- To raise awareness of staff on their rights, obligations and appropriate standards of behaviour, including existing formal and informal complaint and support mechanisms.

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 Qualification 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 and/or military education or training or an award of an equivalent rank; AND
- A minimum of 7 years of relevant professional experience, after having fulfilled the education a minimum of 3 years at coordination/management level.

5. Essential Knowledge, Skills and Abilities:

- Ability to exercise collaborative, sound and effective leadership;
- Ability to manage, mentor and motivate a professionally diversified and multicultural team;
- Ability to establish, plan, and review priorities;
- Ability to adapt new and emerging technologies to solve business and operational needs;
- Language skills (English).

6. Desirable Qualifications and Experience:

- Master's Degree in management, logistics, engineering business administration, or other related subjects, or international/national certificate/diploma in management/leadership;
- Knowledge of Logistics/Supply Chain Management technologies such as Enterprise Resource Planning (ERP) System;
- International experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of Arabic.