

EUROPEAN EXTERNAL ACTION SERVICE



Annex 1 – Requirements and Job Descriptions

European Union CSDP Mission in Mali (EUCAP Sahel Mali) 2-2019 Call for Contributions

Organisation:	European Union CSDP Mission in Mali (EUCAP Sahel Mali)			
Job Location:	Bamako			
Availability:	As indicated below			
Staff Regime:	As indicated below			
Job Titles/ Vacancy notice	Ref.	Name of the post	Location	Available on
	<u>Seconded</u> (24 positions)			
	MA 37	Inter-ministerial Adviser	Bamako	ASAP
	MA 40	Ministerial Adviser to the Ministry of Defence/ Ministry of Security and Civil Protection	Bamako	ASAP
	MA 44	Human Resources and Personnel Management Adviser – National Guard	Bamako	ASAP
	MA 58	Adviser to Counter-Terrorism/Intervention	Bamako	ASAP
	MA 60 MA 61	Adviser on Logistics (2 posts)	Bamako	ASAP
	MA 62 MA 63	Rule of Law/Justice Adviser (2 posts)	Bamako	ASAP
	MA 64	Legal Drafting Adviser	Bamako	ASAP
	MA 70	Trainer on Human Resources Management	Bamako	15 Sep 2019
	MA 72 MA 73	Trainer on Border Management (2 posts)	Bamako	ASAP
	MA 74 MA 75	Trainer on Criminal Investigation/Counter-Terrorism	Bamako	15 Sep 2019 ASAP
	MA 77	Trainer on Criminal Intelligence and Analysis	Bamako	ASAP
	MA 79 MA 80	Trainer on Forensics (2 posts)	Bamako	ASAP ASAP
	MA 83	Trainer on Community Policing/Basic Intelligence	Bamako	20 Aug 2019
	MA 85	Trainer on Logistics	Bamako	ASAP
	MA 88 MA 89	Trainer on Operational Management (2 posts)	Bamako	15 Sep 2019 15 Sep 2019
	MA 96	Trainer on Management Deontology	Bamako	ASAP
	MA 100	Cooperation Coordination/Civil Society Officer	Bamako	ASAP
	MA 110	Evaluation Officer	Bamako	ASAP

	<u>Seconded/Contracted</u> (11 positions)			
	MA 11*	Information Security Assistant	Bamako	ASAP
	MA 13	Mission Security Officer – Field Security Instructor	Bamako	11 Sep 2019
	MA 26* MA 144 MA 145	Armed Protection Operator (3 posts)	Bamako	ASAP
	MA 29	Medical Adviser	Bamako	ASAP
	MA 86	Trainer of Trainers	Bamako	11 Sep 2019
	MA 104	Legal Adviser	Bamako	ASAP
	MA 106**	Press and Public Information Officer	Bamako	01 Sep 2019
	MA 120	Travel Assistant	Bamako	ASAP
	MA 140	Communication and Information Systems Officer	Bamako	ASAP

Deadline for applications:	Friday, 28 June 2019 at 17:00 Brussels time
E-mail address to send the Job Application Form:	<ol style="list-style-type: none"> For seconded candidates from EU Member States: https://goalkeeper.eeas.europa.eu/registrar/ For contracted candidates from EU Member States: https://goalkeeper.eeas.europa.eu/registrar/DPA/357/details.do For seconded candidates from Invited/Contributing Third States (application form available on the EEAS website): cpcc-mali@eeas.europa.eu
Information:	<p>For more information relating to selection and recruitment, please contact the Civilian Planning and Conduct Capability (CPCC):</p> <p>Ms Carmen EPURE carmen.epure@ext.eeas.europa.eu</p>

* The availability of this position is pending on classification decision;

** The availability of the post is pending on contract extension.

EUCAP Sahel Mali bears a High Risk Non-Family Mission status due to the present risk rating of the mission area as high. 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 tour of duty or contract. For security reasons, the Mission Members are obliged to live in restricted areas, where security responsibilities are borne by the Mission.

Seconded Personnel – For seconded positions, only personnel nominations received through official channels from EU Member States/contributing or invited 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 Council Documents 7291/09 (10 March 2009) and 9084/13 (30 April 2013). Personnel seconded from contributing and invited third States are not entitled to receive allowances paid according to 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. Preference will be given to seconded candidates.

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 another Council Decision extending the Mission mandate and approving the appropriate Budgetary Impact Statement, the duration of the deployment should be of 12 months.

The Civilian Operations Commander requests that contributing States propose candidates for the following international expert positions for EUCAP Sahel Mali, according to the requirements and profiles described below:

I. GENERAL CONDITIONS

Citizenship – The candidates must have 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. The 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 – The 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 – The 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.

Physical and Mental Health – The candidates must be physically fit and in good health without any physical or mental problems or substance dependency which may impair operational performance in the Mission. To ensure duty of care in a non-benign environment, selected candidates should, in principle, be under the normal age of retirement in Contributing Third States.

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. Education and Training

The candidates should have a recognised academic qualification under the European Qualifications Framework (EQF)¹, or equivalent, at a level specified in the individual job descriptions.

2. Knowledge

The 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).

3. Skills and abilities

Language Skills² – Spoken and written proficiency in the working language of the Mission. Certain positions may require higher language skills further specified in the individual job descriptions. In order to provide for national representation in all Missions, certain (ordinarily internal) positions in Missions may accept proficiency in a language other than the majority language of the Mission.

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

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

Computer Skills – Skills in word processing, spreadsheet and e-mail systems are essential.

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 – The 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 SSR - The candidates must be acquainted with Security Sector Reform concepts and practices, especially in the Mission area.

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

¹ <https://ec.europa.eu/ploteus/content/descriptors-page>

Language – Some proficiency in 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 – The selected candidates must have a passport from their respective national authorities. 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, if applicable. It is also essential to obtain any transit visas, which may be required for passage through countries en route to the Mission.

Education diploma(s)/certificate(s) or/and professional certificate(s) – The 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 the taking up duties.

Required Personnel Security Clearance (PSC) – The selected candidates will have to be in possession of the necessary level of Personnel Security Clearance (PSC) as specified in the respective job 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 LIMITE/LIMITED until the issuance of their national security clearance.

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

Medical Certificate – The selected candidates should undergo a medical examination and be certified medically fit for Mission duty by a competent authority from the Contributing States. A copy of this certification must accompany deployed seconded/contracted personnel.

Personal Protection Equipment – It is recommended that national authorities provide seconded selected candidates with protection equipment.

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 Contributing States and European Institutions to take this into account when offering contributions at all levels.

² [Common European Framework of References for Languages](#)

Application Form – Applications will be considered only when using the online Application Form (AF) indicating which position(s) the candidate is applying for.

Selection Process – The candidates considered to be most suitable will be shortlisted and, if needed, interviewed in Brussels, at the Headquarters of the Mission or by phone, before the final selection is made. If seconded candidates are required to travel to Brussels/Mission Headquarters for interviews, the Contributing Third States will bear any related costs.

N.B 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.

Training – The selected candidates should complete E-BASE + E-SAFE³ modules, which are designed for the delegations or equivalent, until a new platform E-MASE is launched.

Pre-Deployment Training (PDT) – The selected candidates should have undergone Pre-Deployment Training in accordance with the CSDP agreed Training Policy.

Personal Data protection - The EEAS and its Directorate CPCC processes personal data pursuant to Regulation (EC) 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data, as implemented in the EEAS by the Decision of the High Representative of the Union for Foreign Affairs and Security Policy of 8 December 2011. The [privacy statement on Meetings and Events](#) is available on the EEAS website> [Privacy Statements](#).

³ <https://webgate.ec.europa.eu/eeas/security-e-learnings>

Position: Inter-ministerial Adviser	Employment Regime: Seconded	
Ref. Number: MA 37	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Deputy Head of Mission/ Operations/Strategic Advice Unit	Security Clearance Level: EU RESTRICTED or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Inter-ministerial Adviser reports to the Head of the Strategic Advice 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 accompanying local counterparts in a structured manner, promoting local ownership;
- To support the Mission's efforts in identifying areas of structural weaknesses of respective counterparts/institutions and finding relevant solutions to address them;
- To provide analysis and recommendations to the local counterparts/institutions in the area of responsibility;
- To be embedded within the local institutions, security permitting;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To collect and collate statistics about the workload/performance of local counterparts/institutions;
- To maintain necessary contacts and build relationships with relevant local counterparts/institutions;
- To ensure compliance with instruction/direction from Mission management;
- To work closely with other Advisers and Head of Mission Office as appropriate;
- To identify and report on lessons learned and best practices within the respective field of responsibility;
- To undertake any other job related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- In close coordination with the relevant Advisers of the Mission and the EU Delegation, to support the implementation of the Mission's operational mandate through outreach at relevant governmental level;
- To relay the recommendations made by the Strategic Advice Unit in relation to the Mission's core mandate at relevant governmental level;
- To be the Mission's key interlocutor in the field of development of future national Security policy and strategy, in close coordination with the EU Delegation and other relevant actors, at relevant governmental level;
- To help identify the needs in terms of reform and implementation of modern administrative and management systems at relevant governmental level;
- To provide advice and guidance on concepts and doctrine in a framework of a restructuration and reform process;
- To establish a sustainable contact network with the counterparts/institutions involved in security strategies issues, especially the EU Delegation, the EU Training Mission (EUTM) and MINUSMA, as well as other national, regional et international actors involved in the reforms, in coherence and close cooperation with the Coordination and Liaison Unit;

- To contribute to assessing the inter-ministerial and interagency coordination requirements in the field of national security strategies and advise the Malian authorities accordingly;

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**
- After having fulfilled the education requirements, a minimum of 5 years of relevant professional experience.

5. Essential Knowledge, Skills and Abilities

- Knowledge and experience in the field of Security Sector Reform and/or other reform processes at political and strategic levels;
- Experience in drafting policy strategies;
- Ability to accompany and motivate local counterparts;
- Ability to establish/review priorities, to plan and to exercise control;
- Ability to engage with senior officials/ governmental level decision makers;
- Experience as Senior Law Enforcement Officer;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Knowledge of Security Sector Reform process, Human Resources and Internal Inspection management in law enforcement;
- Experience in leading and coordinating international efforts to support host state reforms in the area of Security Policies and Strategies;
- Experience in strategic analyses, planning and reporting as well as a sound understanding of strategic and operational considerations;
- Senior management experience in an international organisation operating in a conflict or immediate post conflict situation.

7. Desirable Knowledge, Skills and Abilities

- Ability to multi-task with a time management efficiency;
- Attention to details;
- Strong communication, organisation, planning and quality management skills.

Position Name: Ministerial Adviser to the Ministry of Defence/Ministry of Security and Civil Protection	Employment Regime: Seconded	
Ref. Number: MA 40	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Deputy Head of Mission/ Operations/Strategic Advice Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Ministerial Adviser to the Ministry of Defence/Ministry of Security and Civil Protection reports to the Head of the Strategic Advice 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 accompanying local counterpart(s) in a structured manner, promoting local ownership;
- To support the Mission's efforts in identifying areas of structural weaknesses of respective counterparts/institutions and finding relevant solutions to address them;
- To provide analysis and recommendations to the local counterparts/institutions in the area of responsibility;
- To be embedded within the local institutions, security permitting;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To collect and collate statistics about the workload/performance of local counterparts/institutions;
- To maintain necessary contacts and build relationships with relevant local counterparts/institutions;
- To ensure compliance with instruction/direction from Mission management;
- To work closely with other Advisers as appropriate;
- To identify and report on lessons learned and best practices within the respective field of responsibility;
- To undertake any other job related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- In close cooperation with the Mission Political Adviser and the EU Delegation, to support the implementation of the Mission's operational mandate through outreach at both ministerial levels as appropriate;
- To focus his/her work on the Gendarmerie, National Guard and their Inspection Services within the Ministry of Defence and Veterans and to relay the Mission's HR;
- To focus his/her work on the National Police and its Inspection Services within the Ministry of Security and Civil Protection;
- To advise on human resources, internal inspection and logistics management in close cooperation with EUTM Mali for the Gendarmerie and National Guard and in complementarity with EUTM Mali for the National Malian Army;
- To provide expertise in the development of future policies and strategies of the Malian Ministry of Defence, with special focus on the area of human resources, internal inspection and logistics, in coordination and cooperation with EUTM Mali;

- To work in close cooperation with the Human Resources Department, the Military Justice Department and the General Inspectorate Department of the Ministry of Defence;
- To work in close cooperation with the technical advisers in their respective field of responsibility at the Ministry of Security
- To provide advice and guidance regarding modifications to the Mission's mandate for his/hers field of responsibilities and to assure the coherence of the Mission's actions between both Ministries;;
- To contribute to the promotion of fair and impartial human resources policies for recruitment, training, specialisation, promotion and discipline within the both Ministries;
- To help to identify the needs in terms of reform and implementation of modern administrative and management systems within both Ministries;
- To contribute to the elaboration of Standard Operation Procedures for the Internal Security Forces (National Police, Gendarmerie and National Guard), especially related to Management of human resources;
- To develop policies in line with the local laws and regulations and if required, to contribute to the drafting of new or customized legal texts;
- To maintain the necessary contacts with external bodies or service providers involved in the reform, on matters relevant on his/her area of expertise;

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**
- After having fulfilled the education requirements, a minimum of 5 years of relevant professional experience.

5. Essential Knowledge, Skills and Abilities

- Ability to accompany and motivate local counterparts;
- Knowledge of performance management in law enforcement;
- Mediation skills;
- Innovative thinking;
- French language skills: minimum B1 level (Independent User);
- English language skills: minimum B1 level (Independent User).

6. Desirable Qualifications and Experience

- Experience as Senior Law Enforcement Officer;
- Experience in project management;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities

- Ability to multi-task with a time management efficiency;
- Attention to details;
- Strong communication, organisation, planning and quality management skills.

Position Name: Human Resources and Personnel Management Adviser – National Guard	Employment Regime: Seconded	
Ref. Number: MA 44	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Deputy Head of Mission/ Operations/Strategic Advice Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Human Resources and Personnel Management Adviser - National Guard reports to the Head of the Strategic Advice 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 accompanying local counterpart(s) in a structured manner, promoting local ownership;
- To support the Mission's efforts in identifying areas of structural weaknesses of respective counterparts/institutions and finding relevant solutions to address them;
- To provide analysis and recommendations to the local counterparts/institutions in the area of responsibility;
- To be embedded within the local institutions, security permitting;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To collect and collate statistics about the workload/performance of local counterparts/institutions;
- To maintain necessary contacts and build relationships with relevant local counterparts/institutions;
- To ensure compliance with instruction/direction from Mission management;
- To work closely with other advisers and trainers as appropriate;
- To identify and report on lessons learned and best practices within the respective fields of responsibility;
- To undertake any other job related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To be the key interlocutor for the Malian National Guard at the level of the General Staff and the different directions, with a key focus on the direction of personnel, finances & logistics and the internal inspection service;
- To assist drafting process of normative texts by the Human Resources (HR) services at ministerial and National Guard level;
- To advice, to support and to accompany the Malian partner through the whole process of the development of an efficient and coherent HR policy respecting gender equality and human rights;
- To advice and support the development, feeding and updating of HR data system at National Guard level in accordance to the directives of the responsible ministry;
- To advice and support the development of the internal HR structures and proceedings within the National Guard with focus on job descriptions, competences & functions translated in internal action plans and texts;

- To advice, support and accompany the internal inspection service of the National Guard through the development of a performant and transparent inspection policy respecting the triptych “control, audit and investigation”;
- To establish and maintain the necessary contacts with all other counterparts/institutions involved in the reform, on matters relevant on his/her area of expertise.

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**
- After having fulfilled the education requirements, a minimum of 5 years of relevant professional experience.

5. Essential Knowledge, Skills and Abilities

- Ability to accompany and motivate local counterparts;
- Knowledge of Human Resources management in a law enforcement environment;
- Knowledge of Internal Inspection management in a law enforcement environment;
- Mediation skills;
- Innovative thinking;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Experience as Senior Law Enforcement Officer, preferably leading an operational unit or a Human Resources service;
- Experience in project management;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities

- Ability to multi-task with a time management efficiency;
- Attention to details;
- Organisational, planning and quality management skills.

Position Name: Adviser to Counter-Terrorism/ Intervention	Employment Regime: Seconded	
Ref. Number: MA 58	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Deputy Head of Mission/ Operations/Strategic Advice Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: No

1. Reporting Line

The Adviser to Counter Terrorism/Intervention reports to the Head of Strategic Advice 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 accompanying local counterpart(s) in a structured manner, promoting local ownership;
- To support the Mission's efforts in identifying areas of structural weaknesses of respective counterparts/institutions and finding relevant solutions to address them;
- To provide analysis and recommendations to the local counterparts/institutions in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To collect and collate statistics about the workload/performance of local counterparts/institutions;
- To maintain necessary contacts and build relationships with relevant local counterparts/institutions;
- To ensure compliance with instruction/direction from Mission management;
- To work closely with other Advisers and Trainers as appropriate;
- To identify and report on lessons learned and best practices within the respective field of responsibility;
- To design and deliver training, as appropriate;
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To be the key interlocutor for Counter-Terrorism and Intervention matters to the Malian Ministry of Security and Civilian Protection (MSPC) and the relevant services/units of the Malian Internal Security Forces (Gendarmerie, National Guard and National Police - ISF) that are involved in Counter-terrorism and special intervention;
- To work in close cooperation with Malian MSPC and ISF relevant services to develop a Counter-Terrorism action plan for an improved intervention concept;
- To advice the Malian ISF in all Counter-Terrorism and Intervention related matters;
- To help the Malian ISF to reform operating procedures for Counter-Terrorism, improving their intervention tools and methods, and assist them in re-organisation of services, while ensuring proper follow up;
- To accompany the work of Malian ISF services/units involved in Counter-Terrorism and Intervention ensuring that planning and execution of operations are adequate;
- To support the establishment and functioning of counter-terrorism capabilities within the Malian ISF regarding training activities, operations and Human Resources;

- To support the development of Counter-Terrorism and Intervention policies and procedures for the Malian ISF, ensuring they are carried on and updated or amended when necessary;
- To support all Malian Counter-Terrorism and Intervention units in regard to their operational effectiveness and their handling (or use) of equipment;
- To assist the Malian ISF for Special Police Operations coordination, including by establishing links with all relevant national security agencies;
- To support the Malian ISF in developing professional contacts and cooperation on Counter-terrorism and Intervention with all relevant international counterparts/institutions/organisations.

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**
- After having fulfilled the education requirements, a minimum of 5 years of relevant professional experience.

5. Essential Knowledge, Skills and Abilities

- Ability to accompany and motivate local counterparts;
- Knowledge of counter-terrorism and intervention related matters;
- Mediation skills;
- Innovative thinking;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Experience as Senior Law Enforcement Officer, preferably in an operational unit or structure specialised in counter-terrorism;
- Broad operational and supervising experience in Special Law Enforcement Units as well as conducting Special Law Enforcement Operations;
- Experience in planning, implementation and management of projects particularly in connection with Security Sector Reform;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities

- Ability to multi-task with a time management efficiency;
- Attention to details;
- Organisational, planning and quality management skills.

Position Name: Adviser on Logistics	Employment Regime: Seconded	
Ref. Number: MA 60 MA 61	Location: Bamako	Availability: As soon as possible As soon as possible
Component/Department/Unit: Deputy Head of Mission/ Operations/Strategic Advice Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: No

1. Reporting Line

The Adviser on Logistics reports to the Head of Strategic Advice 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 counterpart(s) in a structured manner, promoting local ownership;
- To support the Mission's efforts in identifying areas of structural weaknesses of respective counterparts/institutions and finding relevant solutions to address them;
- To provide analysis and recommendations to the local counterparts/institutions in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To collect and collate statistics about the workload/performance of local counterparts;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To ensure compliance with instruction/direction from Mission management;
- To work closely with other advisers and trainers as appropriate;
- To identify and report on lessons learned and best practices within the field of responsibility;
- To design and deliver training, as appropriate;
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To be the key interlocutor for Logistics matters to the Malian Internal Security Forces (ISF) : National Gendarmerie, National Guard and National Police;
- To work in close cooperation with the Malian ISF to develop Logistics action plans for an improved concept;
- To advise the Malian ISF in all Logistics related matters;
- To help the Malian ISF to develop and implement operating procedures for Logistics, improving their tools and methods, and assist them in re-organisation of services, while ensuring proper follow up;
- To accompany the work of the Malian ISF services/units and relevant ministerial services involved in Logistics ensuring that planning and execution of services are adequate;
- To support the establishment and functioning of Logistics capabilities within the Malian ISF regarding training activities, operations and Human Resources;
- To support the development of Logistics policies and procedures for the Malian ISF, in close coordination with the relevant ministerial services, ensuring they are carried on and updated or amended when necessary;

- To support all Logistics units and services in regard to their operational effectiveness and their handling (or use) of equipment;
- To assist the Malian ISF in implementing coordination links for Logistics matters with all relevant ministerial services;
- To support the Malian ISF in developing professional contacts and cooperation on Logistics with all relevant international counterparts/institutions/organisations.

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**
- After having fulfilled the education requirements, a minimum of 5 years of relevant professional experience.

5. Essential Knowledge, Skills and Abilities

- Ability to accompany and motivate local counterparts;
- Knowledge of Logistics related matters;
- Mediation skills;
- Innovative thinking;
- French language skills: minimum B1 (Independent User);
- English language skills: minimum B1 (Independent User).

6. Desirable Qualifications and Experience

- Experience as Senior Law Enforcement Officer;
- Experience of designing and delivering training;
- Experience in project management;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities

- Ability to multi-task with a time management efficiency;
- Attention to details;
- Organisational, planning and quality management skills.

Position Name: Rule of Law/Justice Adviser	Employment Regime: Seconded	
Ref. Number: MA 62 MA 63	Location: Bamako	Availability: As soon as possible As soon as possible
Component/Department/Unit: Deputy Head of Mission/ Operations/Strategic Advice Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: No

1. Reporting Line

The Rule of Law/Justice Adviser reports to the Head of Strategic Advice 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 accompanying local counterpart(s) in a structured manner, promoting local ownership;
- To support the Mission's efforts in identifying areas of structural weaknesses of respective counterparts/institutions and finding relevant solutions to address them;
- To provide analysis and recommendations to the local counterparts/institutions in the area of responsibility;
- To be embedded within the local institutions, security permitting;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress;
- To collect and collate statistics about the workload/performance of local counterparts/institutions;
- To maintain necessary contacts and build relationships with relevant local counterparts/institutions;
- To ensure compliance with instruction/direction from Mission management;
- To work closely with other Advisers as appropriate;
- To identify and report on lessons learned and best practices within the respective field of responsibility;
- To undertake any other job related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To liaise with the Malian justice authorities;
- To advise the Ministry of Justice on matters linked to the Malian Security Sector Reform to improve the interactions with the National Gendarmerie and the National Police judiciary investigators, in close cooperation with the relevant advisers and trainers;
- To implement the Mission's strategies on Rule of Law (RoL) and security sector related aspects;
- To act as the Mission focal point for Rule of Law (RoL)/Justice matters;
- To create and maintain the necessary contacts with all national, regional and international initiatives in the field of RoL/Justice, especially other EU programs and MINUSMA;
- To contribute to identify and report on lessons and best practices within the field of RoL/Justice.

4. Essential Qualifications and Experience

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

- After having fulfilled the education requirements, a minimum of 5 years of relevant professional experience.

5. Essential Knowledge, Skills and Abilities

- Practical understanding of legal reform process including the development of legal policy and legislation;
- Ability to accompany and motivate local counterparts;
- Mediation skills;
- Innovative thinking;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Experience in knowledge of RoL/Justice aspects, in particular in a post-conflict environment/SSR process;
- Experience as a magistrate;
- Experience in criminal justice reform either domestically or internationally;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities

- Ability to multi-task with a time management efficiency;
- Attention to details;
- Organisational, planning and quality management skills.

Position Name: Legal Drafting Adviser	Employment Regime: Seconded	
Ref. Number: MA 64	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Deputy Head of Mission/ Operations/Strategic Advice Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: No

1. Reporting Line

The Legal Drafting Adviser reports to the Head of the Strategic Advice 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 accompanying local counterpart(s) in a structured manner, promoting local ownership;
- To support the Mission's efforts in identifying areas of structural weaknesses of respective counterparts/institutions and finding relevant solutions to address them;
- To ensure timely reporting on activities within the field of responsibility, in particular progress and/or lack of progress;
- To collect and collate statistics about the workload/performance of local counterparts/institutions;
- To maintain necessary contacts and build relationships with relevant local counterparts/institutions;
- To work closely with other Advisers as appropriate;
- To identify and report on lessons learned and best practices within the field of responsibility;
- To undertake any other job related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To assess local legislative/normative/regulatory frameworks, including, in respect of legal policy, legislative drafting needs, legislative and legal policy capacity building and legislative priorities
- To identify areas requiring improvement/reform in line with the MIP;
- To provide inputs to the development and regular updating of the MIP by supporting the identification of Mission's operational requirements;
- To closely coordinate with other EU and international actors involved in Legal Drafting matters;
- To assist, in close cooperation with all relevant Advisers, the Malian Ministries, in particular the Ministry of Security and Civil Protection, the Ministry of Defence and Veterans, the Ministry of Justice and the Ministry of Territorial Administration, as well as the Prime Minister's office and the National Assembly, to identify weaknesses, needs and areas of potential improvement in legislative and regulatory law.
- In close collaboration with all relevant Advisers, to contribute to the overall work on Security Sector Reform in his/her field of action;
- To advice, in close cooperation with all relevant Advisers, relevant authorities in matters of conceptual and doctrinal framework underlying restructuring and administrative reform processes;
- To assist, in close cooperation with all relevant Advisers, the Internal Security Forces (ISF) – Gendarmerie, National Guard and National Police – in elaborating of new conceptual and doctrinal framework, in particular for Human Resources, Management, Internal Inspection and Training areas;
- To assist the elaboration of Standard Operation Procedures for the ISF, especially related to organisational change, Management Human Resources and internal inspection;

- To advise the Head of the Strategic Advice Unit regarding identified host state needs and recommended support by the Mission;
- To support host state authorities as directed by the Head of the Strategic Advice Unit;
- To assist the Head of the Strategic Advice Unit in monitoring projects in his/her field of action.

4. Essential Qualifications and Experience

- Successful completion of university studies of at least 4 years attested by a diploma **OR** a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework **OR** a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree. The qualification should be in Law; **AND**
- After having fulfilled the education requirements, a minimum of 5 years of relevant professional experience, including experience in legal drafting.

5. Essential Knowledge, Skills and Abilities

- Critical thinking and active listening;
- Comprehensive reading;
- Complex problem solving skills;
- Innovative thinking;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Admission to the Bar in home or residential jurisdiction;
- Experience as lawyer or magistrate;
- Expertise in International Law;
- Experience in analysing complex legal issues and advising on legal texts;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities

- Ability to multi-task with a time management efficiency;
- Attention to details;
- Organisational, planning and quality management skills.

Position Name: Trainer on Human Resources Management	Employment Regime: Seconded	
Ref. Number: MA 70	Location: Bamako	Availability: 15 Sep 2019
Component/Department/Unit: Deputy Head of Mission/ Operations/Training Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Trainer on Human Resources Management reports to the Trainers' Team Leader.

2. Main Tasks and Responsibilities

- To support host state authorities in developing training strategies/policies/plans/curricula/training institutions as directed by the Trainers' Team Leader;
- To identify required reforms and appropriate support to be provided by the Mission, including through advice/mentoring and/or direct training;
- To provide input to the development and regular updating of the Mission Implementation Plan (MIP) in the field of training;
- To conduct Mission direct training activities according to the MIP and the relevant agreed training curricula;
- To contribute to the Unit's contribution to the Mission's internal and external 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 identify and report on lessons learned and best practices within the respective field of responsibility;
- To prepare, chair and/or take part in briefings related to trainings with other Mission's units/components;
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To train the members of the Malian Internal Security Forces (Gendarmerie, National Guard and National Police - ISF) on principles of Human Resources management, using lessons learned and actual cases.
- To help identifying the Malian ISF needs in terms of Human Resources management;
- To train the (future) Malian ISF middle and high level staff as well as the future trainers in Human Resources (train the trainers);
- To train and provide tactical and operational advice in the field of Human Resources management;
- To contribute to the review or elaboration of normative texts by the Malian ISF, especially related to Human Resources management;
- To coordinate with other actions already undertaken by international stakeholders.

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**

- After having fulfilled the education requirements, a minimum of 4 years of relevant professional experience, in national/international training units/programmes for law enforcement.

5. Essential Knowledge, Skills and Abilities

- Presentation skills;
- Innovative thinking;
- Ability to plan, multi-task and manage time effectively;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Professional Training Qualification/Certification;
- Successful completion of training courses in the field of human resources management;
- A minimum of 2 years of experience as police trainer in human resources management;
- Experience as Senior Law Enforcement Officer;
- Experience in international efforts to support host state reforms in the area of Security Sector/Rule of Law;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities

- *N/A*

Position Name: Trainer on Border Management	Employment Regime: Seconded	
Ref. Number: MA 72 MA 73	Location: Bamako	Availability: As soon as possible As soon as possible
Component/Department/Unit: Deputy Head of Mission/ Operations/Training Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Trainer of Border Security reports to the Trainers' Team Leader.

2. Main Tasks and Responsibilities

- To support host state authorities in developing training strategies/policies/plans/curricula/training institutions as directed by the Trainers' Team Leader;
- To identify required reforms and appropriate support to be provided by the Mission, including through advice/mentoring and/or direct training;
- To provide input to the development and regular updating of the Mission Implementation Plan (MIP) in the field of training;
- To conduct Mission direct training activities according to the MIP and the relevant agreed training curricula;
- To contribute to the Unit's contribution to the Mission's internal and external 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 identify and report on lessons learned and best practices within the respective field of responsibility;
- To prepare, chair and/or take part in briefings related to trainings with other Mission's units/components;
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To identify, with the relevant advisers and the Malian counterparts the gaps, needs and priorities on border management and documents forgery matters;
- To assist the relevant advisers to support the development of performant services and units for border management and fight against documents forgery within the Malian Internal Security Forces through training and accompanying actions;
- To develop, with the relevant advisers, a training curricula in the field of border management and fight against documents forgery;
- To design and deliver specific training modules on border management and fight against documents forgery matters;
- To contribute to the training of (future) Malian ISF trainers in border management and fight against documents forgery (train the trainers).

4. Essential Qualifications and Experience

OPTION 1

- 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; **AND**, after fulfilling the education requirements, a minimum of 4 years of relevant professional experience, including experience in national/international training units/programmes for law enforcement.

OR

OPTION 2

- Attested police or/and military education or training or an award of an rank equivalent to at least NATO Military Rank OR-6; **AND** a minimum of 8 years of relevant professional experience, including experience in national/international training units/programmes for law enforcement.

5. Essential Knowledge, Skills and Abilities

- Presentation skills;
- Innovative thinking;
- Ability to plan, multitask and manage time effectively;
- Proven abilities as a trainer;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Experience as Senior Law Enforcement Officer;
- Professional training qualification/certification;
- Experience in designing and delivering training;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities

- *N/A*

Position Name: Trainer Criminal Investigation/ Counter-Terrorism	Employment Regime: Seconded	
Ref. Number: MA 74 MA 75	Location: Bamako	Availability: 15 September 2019 As soon as possible
Component/Department/Unit: Deputy Head of Mission/ Operations/Training Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Trainer in Criminal Investigation/Counter-Terrorism reports to the Trainers' Team Leader.

2. Main Tasks and Responsibilities

- To support host state authorities in developing training strategies/policies/plans/curricula/training institutions as directed by the Trainers' Team Leader.
- To identify required reforms and appropriate support to be provided by the Mission, including through advice/mentoring and/or direct training;
- To provide input to the development and regular updating of the Mission Implementation Plan (MIP) in the field of training;
- To conduct Mission direct training activities according to the MIP and the relevant agreed training curricula;
- To contribute to the Unit's contribution to the Mission's internal and external 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 identify and report on lessons learned and best practices within the respective field of responsibility;
- To prepare, chair and/or take part in briefings related to trainings with other Mission's units/components;
- To undertake any other job related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To identify, with the relevant advisers and the Malian counterparts the gaps, needs and priorities on Criminal Investigation/Counter-Terrorism matters;
- To assist the relevant advisers to support the development of performant Criminal Investigation/Counter-Terrorism services and units within the Malian Internal Security Forces through training and accompanying actions;
- To develop, with the relevant advisers, a training curricula in the field of Criminal Investigation/Counter-Terrorism;
- To design and deliver specific training modules on Criminal Investigation/Counter-Terrorism matters;
- To contribute to the training of (future) Malian ISF trainers in Criminal Investigation/Counter-Terrorism (train the trainers).

4. Essential Qualifications and Experience

OPTION 1

- 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; **AND**, after fulfilling the education requirements, a

minimum of 4 years of relevant professional experience, including experience in national/international training units/programmes for law enforcement.

OR

OPTION 2

- Attested police or/and military education or training or an award of an rank equivalent to at least NATO Military Rank OR-6; **AND** a minimum of 8 years of relevant professional experience, including experience in national/international training units/programmes for law enforcement.

5. Essential Knowledge, Skills and Abilities

- Presentation skills;
- Innovative thinking;
- Ability to plan, multitask and manage time effectively;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Experience as Senior Law Enforcement Officer;
- Professional training qualification/certification;
- Experience in designing and delivering training;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities

- *N/A*

Position Name: Trainer on Criminal Intelligence and Analysis	Employment Regime: Seconded	
Ref. Number: MA 77	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Deputy Head of Mission/ Operations/Training Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Trainer on Criminal Intelligence and Analysis reports to the Trainers' Team Leader.

2. Main Tasks and Responsibilities

- To support host state authorities in developing training strategies/policies/plans/curricula/training institutions as directed by the Trainers' Team Leader;
- To identify required reforms and appropriate support to be provided by the Mission, including through advice/mentoring and/or direct training;
- To provide input to the development and regular updating of the Mission Implementation Plan (MIP) in the field of training;
- To conduct Mission direct training activities according to the MIP and the relevant agreed internal and external training curricula;
- To contribute to the Unit's contribution to the Mission's internal and external 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 identify and report on lessons identified/learned and best practices within the respective field of responsibility;
- To prepare, chair and/or take part in briefings related to trainings with other Mission's units/components;
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To identify, with the relevant advisers and the Malian counterparts the gaps, needs and priorities on criminal intelligence and analysis matters;
- To assist the relevant advisers to support the development of a performant intelligence chain within the Malian Internal Security Forces through training and accompanying actions;
- To develop, with the relevant advisers, a training curricula in the field of criminal intelligence and analysis;
- To design and deliver specific training modules on criminal intelligence and analysis matters.
- To contribute to the training of (future) Malian ISF trainers in criminal intelligence and analysis (train the trainers);

4. Essential Qualifications and Experience

OPTION 1

- 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; **AND**, after fulfilling the education requirements, a

minimum of 4 years of relevant professional experience, including experience in national/international training units/programmes for law enforcement.

OR

OPTION 2

- Attested police or/and military education or training or an award of an rank equivalent to at least NATO Military Rank OR-6; **AND** a minimum of 8 years of relevant professional experience, including experience in national/international training units/programmes for law enforcement.

5. Essential Knowledge, Skills and Abilities

- Presentation skills;
- Innovative thinking;
- Ability to plan, multitask and manage time effectively;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Experience as Senior Law Enforcement Officer;
- Professional training qualification/certification;
- Experience in designing and delivering training;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities

- *N/A*

Position Name: Trainer on Forensics	Employment Regime: Seconded	
Ref. Number: MA 79 MA 80	Location: Bamako	Availability: As soon as possible As soon as possible
Component/Department/Unit: Deputy Head of Mission/ Operations/Training Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Trainer in Forensics reports to the Trainers' Team Leader.

2. Main Tasks and Responsibilities

- To support host state authorities in developing training strategies/policies/plans/curricula/training institutions as directed by the Trainers' Team Leader;
- To identify required reforms and appropriate support to be provided by the Mission, including through advice/mentoring and/or direct training;
- To provide input to the development and regular updating of the Mission Implementation Plan (MIP) in the field of training;
- To conduct Mission direct training activities according to the MIP and the relevant agreed training curricula;
- To contribute to the Unit's contribution to the Mission's internal and external 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 identify and report on lessons learned and best practices within the respective field of responsibility;
- To prepare, chair and/or take part in briefings related to trainings with other Mission's units/components;
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To identify, with the relevant advisers and the Malian counterparts the gaps, needs and priorities on Forensics matters;
- To assist the relevant advisers to support the development of performant Forensics services and units within the Malian Internal Security Forces through training and accompanying actions;
- To develop, with the relevant advisers, a training curricula in the field of Forensics;
- To design and deliver specific training modules on Forensics matters;
- To contribute to the training of (future) Malian ISF trainers in Forensics (train the trainers).

4. Essential Qualifications and Experience

OPTION 1

- 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; **AND**, after fulfilling the education requirements, a minimum of 4 years of relevant professional experience, including experience in national/international training units/programmes for law enforcement.

OR

OPTION 2

- Attested police or/and military education or training or an award of an rank equivalent to at least NATO Military Rank OR-6; **AND** a minimum of 8 years of relevant professional experience, including experience in national/international training units/programmes for law enforcement.

5. Essential Knowledge, Skills and Abilities

- Presentation skills;
- Innovative thinking;
- Ability to plan, multitask and manage time effectively;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Experience as Senior Law Enforcement Officer;
- Professional training qualification/certification;
- Experience in designing and delivering training;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities

- *N/A*

Position Name: Trainer on Community Policing/ Basic Intelligence	Employment Regime: Seconded	
Ref. number: MA 83	Location: Bamako	Availability: 20 August 2019
Component/Department/Unit: Deputy Head of Mission/ Operations/Training Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Trainer on Community Policing/Basic Intelligence reports to the Trainers' Team Leader.

2. Main Tasks and Responsibilities

- To support host state authorities in developing training strategies/policies/plans/curricula/training institutions as directed by the Trainers' Team Leader;
- To identify required reforms and appropriate support to be provided by the Mission, including through advice/mentoring and/or direct training;
- To provide input to the development and regular updating of the Mission Implementation Plan (MIP) in the field of training;
- To conduct Mission direct training activities according to the MIP and the relevant agreed training curricula;
- To contribute to the Unit's contribution to the Mission's internal and external 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 identify and report on lessons learned and best practices within the respective field of responsibility;
- To prepare, chair and/or take part in briefings related to trainings with other Mission's units/components;
- To undertake any other job related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To identify, with the relevant advisers and the Malian counterparts the gaps, needs and priorities on community policing and basic intelligence matters;
- To assist the relevant advisers to support the development of performant Community policing and Basic intelligence services and units within the Malian Internal Security Forces through training and accompanying actions;
- To develop, with the relevant advisers, a training curricula in the field of Community policing and Basic intelligence;
- To design and deliver specific training modules on Community policing and Basic intelligence matters.
- To contribute to the training of (future) Malian ISF trainers in Community policing and Basic intelligence (train the trainers);
- To interact, under the Team leader authority, with the relevant international stakeholders for Community policing and Basic intelligence matters.

4. Essential Qualifications and Experience

OPTION 1

- 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; **AND**, after fulfilling the education requirements, a minimum of 4 years of relevant professional experience, including experience in national/international training units/programmes for law enforcement.

OR

OPTION 2

- Attested police or/and military education or training or an award of an rank equivalent to at least NATO Military Rank OR-6; **AND** a minimum of 8 years of relevant professional experience, including experience in national/international training units/programmes for law enforcement.

5. Essential Knowledge, Skills and Abilities

- Presentation skills;
- Innovative thinking;
- Ability to plan, multitask and manage time effectively;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Experience as Senior Law Enforcement Officer;
- Professional training qualification/certification;
- Experience in designing and delivering training;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities

- N/A

Position Name: Trainer on Logistics	Employment Regime: Seconded	
Ref. number: MA 85	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Deputy Head of Mission/ Operations/Training Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Trainer on Logistics reports to the Trainers' Team Leader.

2. Main Tasks and Responsibilities

- To support host state authorities in developing training strategies/policies/plans/curricula/ training institutions as directed by the Trainers' Team Leader;
- To identify required reforms and appropriate support to be provided by the Mission, including through training and accompanying actions;
- To provide input to the development and regular updating of the Mission Implementation Plan (MIP) in the field of training;
- To conduct Mission direct training activities according to the MIP and the relevant agreed internal and external training curricula;
- To contribute to the Unit's contribution to the Mission's internal and external 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 identify and report on lessons identified/learned and best practices within the respective field of responsibility;
- To prepare, chair and/or take part in briefings related to trainings with other Mission's units/ components and other international partners;
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To identify, with the relevant advisers and the Malian counterparts the gaps, needs and priorities on Logistic matters;
- To support the development of a performant logistic chain within the Malian Internal Security Forces (ISF) through training and accompanying actions;
- To design and deliver specific training modules on logistics;
- To assist the relevant advisers to develop a training curricula in the field of Logistic management;
- To contribute to the training of (future) Malian ISF trainers in Logistics (train the trainers).

4. Essential Qualifications and Experience

OPTION 1

- 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; **AND**, after fulfilling the education requirements, a minimum of 4 years of relevant professional experience, including experience in national/international training units/programmes for law enforcement.

OR

OPTION 2

- Attested police or/and military education or training or an award of an rank equivalent to at least NATO Military Rank OR-6; **AND** a minimum of 8 years of relevant professional experience, including experience in national/international training units/programmes for law enforcement.

5. Essential Knowledge, Skills and Abilities

- Presentation skills;
- Innovative thinking;
- Ability to plan, multi-task and manage time effectively;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Experience as Senior Law Enforcement Officer;
- Professional training qualification/certification;
- Experience in designing and delivering training;
- Experience in Logistics management for law enforcement institutions or units, at national or international level;
- Knowledge of logistics management software(s).

7. Desirable Knowledge, Skills and Abilities

- Knowledge of strategic planning and managing logistics, warehouse, transportation and customer services within an IT environment.

Position Name: Trainer on Operational Management	Employment Regime: Seconded	
Ref. number: MA 88 MA 89	Location: Bamako	Availability: 15 September 2019 15 September 2019
Component/Department/Unit: Deputy Head of Mission/ Operations/Training Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Trainer on Operational Management reports to the Trainers' Team Leader.

2. Main Tasks and Responsibilities

- To support host state authorities in developing training strategies/policies/plans/curricula/training institutions as directed by the Trainers' Team Leader;
- To identify required reforms and appropriate support to be provided by the Mission, including through advice/mentoring and/or direct training;
- To provide input to the development and regular updating of the Mission Implementation Plan (MIP) in the field of training;
- To conduct Mission direct training activities according to the MIP and the relevant agreed training curricula;
- To contribute to the Unit's contribution to the Mission's internal and external 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 identify and report on lessons learned and best practices within the respective field of responsibility;
- To prepare, chair and/or take part in briefings related to trainings with other Mission's units/components;
- To undertake any other job related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To train the members of the Malian Internal Security Forces (ISF) (Gendarmerie, National Guard and National Police) on Operational management, using lessons learned and actual cases;
- To help identifying the Malian ISF's needs in terms of Operational management;
- To train the (future) Malian ISF trainers in Operational management (train the trainers);
- To train and provide tactical and operational advice in the field of Operational management;
- To contribute to the review or elaboration of normative texts by the Malian ISF, especially related to Operational management;
- To coordinate with other actions already undertaken by international stakeholders.

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**
- After having fulfilled the education requirements, a minimum of 4 years of relevant professional experience, in national/international training units/programmes for law enforcement.

5. Essential Knowledge, Skills and Abilities

- Presentation skills;
- Innovative thinking;
- Ability to plan, multi-task and manage time effectively;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Professional training qualification/certification;
- Successful completion of training courses in the field of Operational management;
- A minimum of 2 years of experience as Law enforcement trainer in Operational management;
- Experience as Senior Law Enforcement Officer;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities

- *N/A.*

Position Name: Trainer on Management/ Deontology	Employment Regime: Seconded	
Ref. number: MA 96	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Deputy Head of Mission/ Operations/Training Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Trainer on Management/Deontology reports to the Trainers' Team Leader.

2. Main Tasks and Responsibilities

- To support host state authorities in developing training strategies/policies/plans/curricula/training institutions as directed by the Trainers' Team Leader;
- To identify required reforms and appropriate support to be provided by the Mission, including through advice/mentoring and/or direct training;
- To provide input to the development and regular updating of the Mission Implementation Plan (MIP) in the field of training;
- To conduct Mission direct training activities according to the MIP and the relevant agreed training curricula;
- To contribute to the Unit's contribution to the Mission's internal and external 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 identify and report on lessons learned and best practices within the respective field of responsibility;
- To prepare, chair and/or take part in briefings related to trainings with other Mission's units/components;
- To undertake any other job related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To identify, with the relevant advisers and the Malian counterparts the gaps, needs and priorities on Management/Deontology matters;
- To assist the relevant advisers to support the development of performant Management/Deontology practices within the Malian Internal Security Forces (ISF) through training and accompanying actions;
- To develop, with the relevant advisers, a training curricula for the Malian ISF in the field of Management/Deontology;
- To design and deliver specific training modules on Management/Deontology matters;
- To contribute to the training of (future) Malian ISF trainers in Management/Deontology (train the trainers).

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**

- After having fulfilled the education requirements, a minimum of 4 years of relevant professional experience, in national/international training units/programmes for law enforcement.

5. Essential Knowledge, Skills and Abilities

- Presentation skills;
- Innovative thinking;
- Ability to plan, multitask and manage time effectively;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Experience as Senior Law Enforcement Officer;
- Professional training qualification/certification;
- Experience in designing and delivering training;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities

- *N/A*

Position Name: Cooperation Coordination/ Civil Society Officer	Employment Regime: Seconded	
Ref. number: MA 100	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Deputy Head of Mission/ Operations/Training Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Cooperation Coordination/Civil Society Officer reports to the Head of Coordination Unit.

2. Main Tasks and Responsibilities

- To map, assess and review current bilateral and multilateral assistance in the areas covered by the Mission's mandate;
- To closely coordinate with the Operations Department Units to ensure that its operational activities are coordinated with other local, EU and international actors to avoid duplication and advise on the consistency, complementarity and sustainability of Mission's activities with other international initiatives;
- To facilitate liaison and coordination between Mission operational components/units and relevant stakeholders;
- To provide advice in the design and establishment of local coordination mechanisms, and represent the Mission in these mechanisms, together with Operational Components representatives;
- To contribute to the development and regular updating of the Mission Implementation Plan;
- To contribute to Mission's internal and external reporting against benchmarking;
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To work with the civil society representatives, involved in the process of contributing to the Security Sector Reform in Mali, with a specific focus on Internal Security Forces (ISF) reform, in close connection with the international non-governmental organisations engaged in this field;
- To coordinate with other actions already undertaken by international stakeholders;
- To support the Malian civil society to improve its capacity to engage with Government on Security Sector Reform issues;
- To support the drafting of documents and if decided by the operational team to assist with developing community policing approach within the ISF;
- To assist in the conceptual and doctrinal framework underlying the Mission's support to ISF with a view to reinstitute the link between the population and the ISF;
- To assist the ISF in identifying, prioritising and finding solutions to problems raised by the civil society in the framework of community policing;
- To ensure the consistency of those projects with other related ones;
- To provide expertise and advise the Head of Mission through the Head of Coordination Unit on community policing matters;
- To ensure the mainstreaming of the Human Rights and Gender aspects into the activities carried out;
- To help putting in place Local Security Committees;

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**
- After having fulfilled the education requirements, a minimum of 4 years of relevant professional experience.

5. Essential Knowledge, Skills and Abilities

- Presentation skills;
- Innovative thinking;
- Ability to plan, multi-task and manage time effectively;
- Good understanding of the political, cultural and security situation in Mali;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- A minimum of 2 years of experience in the field of civil society development and/or community policing;
- Experience in international efforts to support host state reforms in the area of Security Sector/Rule of Law;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable knowledge, skills and abilities

- *N/A*

Position Name: Evaluation Officer	Employment Regime: Seconded	
Ref. number: MA 110	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Chief of Staff/ Planning and Evaluation Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

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

2. Main Tasks and Responsibilities

- To develop and implement baseline surveys, monitoring and evaluation exercises to evaluate and assess the impact of the Mission's activities;
- To support the quantitative and qualitative analysis of inputs originating from the Mission's operational elements on their operational activities and state of play on mandate implementation;
- To support and contribute to timely and accurate periodic and ad-hoc reports;
- To support and contribute to the collection of the Mission's Lessons Learned observations;
- To prepare and give presentations;
- To undertake any other related tasks as required by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To develop tailor-made assessment tools to evaluate the effectiveness of Mission activities in support of the Malian Internal Security Forces (Gendarmerie, National Police and National Guard - ISF);
- To monitor and evaluate the effectiveness of advising activities, of training modules and of projects, conducted by the Mission and provide support for the preparation of the future training and advising related activities and operations;
- To this purpose, to support the Mission's sustainability strategy with regards to all Mission's training operations including the training of trainers' concept and the coaching phase of the post-train the trainers' activities, in order to reinforce local ownership of the Malian ISF;
- To develop analytical indicators and tools in order to monitor, evaluate and assess current and future training and advising outcomes, outputs and return on investment according to the Kirkpatrick's model;
- To analyse and interpret the results and data, and to draft reports based on this analysis;
- To contribute as requested to the development and periodic review of the Mission's Implementation Plan (MIP) and Mission's benchmarking;
- To support as appropriate, through advice and reports, the training and advisory teams, upon their request;
- To propose recommendations to the Head of Operations based on the evaluations conducted, including in the development of new training programs and contents;
- To assess the operational activities within the mission area, including regional capitals and border police stations;
- To ensure that the cross-cutting aspects like human rights and gender are taken into consideration in the evaluation of activities;
- To contribute to the Mission's external reporting as required;
- To identify and report on lessons learned and best practices within the respective field of responsibility.

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 equivalent rank; **AND**
- After having fulfilled the education requirements, a minimum of 4 years of relevant professional experience.

5. Essential Knowledge, Skills and Abilities

- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Knowledge of evaluation tools and of different assessment methodologies;
- Analytical, synthesis and drafting skills;
- Experience in a unit or service specialised in evaluation and assessment;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities

- *N/A*

Seconded/Contracted

Position Name: Information Security Assistant	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support Assistant Level (MSAL)
Ref. number: MA 11*	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Head of Mission/ Security	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line

The Information Security Assistant reports to the Senior Mission Security Officer (SMSO) and closely cooperates with the CIS Office.

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 develop and to ensure application of relevant Standard Operating Procedures for secure information handling, and all other communications issues – particularly in relation to Security Operating Procedures for Mission classified information systems - in accordance with the provisions of the Council Security Regulations;
- To liaise in conjunction with the SMSO, Head of CIS and with the European External Action Service (EEAS) Security Office for information security issues and especially in case of incidents;
- To provide input and assessment of existing and future IT infrastructure and application architecture from a security perspective;
- To assume responsibilities as the Crypto Custodian for the Mission, including:
 - Ensuring registration, protection and transfer of accountable security items (crypto devices, smartcard, keys, etc);
 - Informing immediately the EU Crypto Custodian (within DGA5-SSICS) in case of compromise or suspicion of compromise;
- To be the Mission focal point for information security compromise or suspicion of compromise;
- To report to the SMSO any IT security related incidents;
- To be the Mission focal point for Data Protection issues;
- To develop awareness with regard to IT security for the Mission staff;
- To verify periodically the security posture of IT systems (for example through log analysis, integrity of seals, suspicious elements);
- To advise and monitor the vulnerability detection and remedial efforts and oversee vulnerability testing;
- To advise and monitor the institution's policies on anti-SPAM, anti-virus, anti-spyware, and other "malware" protection;
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- N/A

4. Essential Qualifications and Experience

- Successful completion of a minimum level of secondary education attested by a diploma giving access to post-secondary education and professional technical school/college attested by diploma;

- After having fulfilled the education requirements, a minimum of 3 years of relevant professional experience, in the fields of Information Technology, Computer Science, Communications, Engineering or other related field.

5. Essential Knowledge, Skills and Abilities

- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Ability to work collaboratively with a broad range of constituencies;
- 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;
- Ability to analyse, and interpret general business periodicals, professional journals, technical procedures and Mission regulations;
- Experience in developing and administering an information security program;
- Validated license for armoured car or civilian driving licence of category C;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities

- Knowledge of key information security principles and best practices and professional experience in the activities, responsibilities, processes and documentation required to maintain a security management system or program;
- Knowledge of EU information security standards and formal accreditation processes international experience, particularly in crisis areas with multi-national and international organisations;
- Technical knowledge of information technology and security issues.

Position Name: Mission Security Officer – Field Security Instructor	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support - Management Level (MSML)
Ref. number: MA 13	Location: Bamako	Availability: 11 September 2019
Component/Department/Unit: Head of Mission/ Security	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line

The Mission Security Officer – Field Security Instructor (MSO-FSI) reports to the Senior Mission Security Officer (SMSO).

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 official visitors and to ensure all staff is properly prepared for emergencies;
- To liaise as directed and co-operate closely with national law enforcement agencies, International Organisations, NGOs, other EU bodies and diplomatic representatives, in the field of security;
- To provide assistance and appropriate response to Mission members and to ensure that all necessary actions are taken, particularly in emergency cases;
- To travel to high risk areas and to conduct security duties;
- To undertake any other related task as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To organise and deliver security and safety briefings for all newly arrived International and Local Mission members;
- To organise and conduct firearms training;
- To organise and conduct test for contracted security MSO meeting Mission's operational standards in terms of weapons safe-handling and shooting abilities;
- To provide briefings on matters affecting security and safety of mission members and to ensure that they are properly prepared for emergencies;
- To liaise closely and to coordinate with other mission departments to define training needs;
- To develop and to organise specialised security and safety related trainings;
- To deliver regular security and safety training to all Mission members;
- To develop a Mission Security and Safety training guide/manual and to update it regularly;
- To keep the SMSO updated on all training policies;
- To produce security assessments and analysis as tasked;
- To evaluate biannually the effectiveness of the ongoing initiatives;
- To assist the SMSO in the development, implementation and updating of the Mission Security Plan (MSP) and all supporting security and safety instructions and procedures;
- To develop and implement fire safety standards as required;
- To conduct both general and specialized fire-related training;

- To conduct fire safety inspections, producing inspection reports and provided recommendations to enhance fire safety standards.

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

5. Essential Knowledge, Skills and Abilities

- Planning, and time-management skills;
- Analytical skills;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Master's degree in security studies (security studies, security and defence studies, international security studies, peace and conflict studies, intelligence or other related studies);
- Successful completion of EU Mission Security Officer Certification Course or equivalent;
- Firearms trained;
- Fire and safety certified;
- Validated license for armoured vehicle or civilian driving licence class C;
- International experience, particularly in crisis areas with multi-national 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;
- Demonstrated ability to contribute creatively to the development of security policies and procedures;
- Highly resilient under mental pressure and willingness to work extra hours when required;
- Knowledge of the Mission area and potential security threats;
- Knowledge of CSDP security and duty of care policies;
- Knowledge of the CSDP Field Security Handbook (2017).

Position Name: Armed Protection Operator	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support Assistant Level (MSAL)
Ref. number: MA 26* MA 144 MA 145	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Head of Mission/ Security/ Armed Protection	Security Clearance Level: EU CONFIDENTIAL	Open to Contributing Third States: No

1. Reporting Line

The Armed Protection Operator reports to the Armed Protection Team Leader.

2. Main Tasks and Responsibilities

- To be responsible for operational Armed Protection (A/P) operations;
- To contribute to the armed protection security set up of the EUCAP Sahel Mali staff;
- To provide personal security advice to members of the organisation;
- To assist in identifying staff's personal security training needs and to assist in developing and delivering necessary training, under the supervision of the team leader of the Armed Protection Team (APT);
- To carry out daily administration and operational planning for daily A/P activities;
- To provide comprehensive procedural documents with respect to A/P activities;
- To maintain a high operational effectiveness and equipment husbandry of all associated equipment under their control;
- To develop professional contacts with the local police, military and security managers of other international organisations;
- To liaise with civilian and military organisations for an assessment of current and possible future threats.
- To aid in the development of Mission A/P policies and procedures ensuring they are followed and updated or amended when necessary;
- To carry out threat assessments to ensure appropriate security measures are put in place, in a timely and effective manner;
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- Authorised to carry and issued a personal weapon, used for purposes of self-defence.

4. Essential Qualifications and Experience

- Successful completion of the secondary education attested by a diploma, complemented by Police or Military training; **AND**
- After having fulfilled the education requirements, a minimum of 5 years of relevant professional experience, in the military, police or security field; **AND**
- Trained in basic life support (medical training); **AND**
- Advanced driving training (defensive driving).

5. Essential Knowledge, Skills and Abilities

- Ability to operate a variety of communication systems;
- Ability to perform under stress and in difficult circumstances (hostile situation experience);
- Discreet, diplomatic and flexible;

- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Trained and certified in close protection techniques (theory and practice);
- Validated license for armoured car or civilian driving license of category C;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities

- Knowledge of the Mission area and potential security threats.

Position Name: Medical Adviser	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support - Management Level (MSML)
Ref. number: MA 29	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Head of Mission/ Security/ Medical Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Medical Adviser reports to the Senior Medical Adviser.

2. Main Tasks and Responsibilities

- To assist and advise the Head of Mission and Senior Mission Security Officer on all medical/welfare matters;
- To develop, organise and monitor the provision of primary care and first aid to the Mission;
- To contribute to the plans and policies on all medical issues and health matters related to the provision of medical support to the Mission, including a medical emergency 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 staff members;
- 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 EU staff members are in need of (advanced) medical treatment due to illness or an emergency in close cooperation with the medical practitioner in attendance;
- To monitor all elements of the medical evacuation chain in case of disease or injury of the Mission member in close cooperation with all involved health care providers and the Mission's insurance company;
- To organise the use of available MEDEVAC capabilities (air and/or ground) inside or outside the areas of operation;
- To perform Medical Briefings and First Aid Training for all incoming 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 identify and report on lessons learned and best practices within the respective field of responsibility;
- To undertake any other job related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To assist and advise the Senior Medical Adviser;
- To deputise for the Senior Medical Adviser in his/her absence.

4. Essential Qualifications and Experience

- Successful completion of university studies of at least 4 years attested by a diploma in General Medicine (Medical Doctor) **OR** a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework **OR** a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree. The qualification should be in Medicine; **AND**
- License to practise medicine (Physician) from a recognised Medical School; **AND**
- After having fulfilled the education requirements, a minimum of 5 years of relevant professional experience.

5. Essential Knowledge, Skills and Abilities

- Extensive knowledge of emergency medicine;
- Knowledge of tropical medicines;
- Experience in assessing medical facilities, including under difficult conditions abroad;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Experience in medical planning and administrative procedures, including experience in mass casualty situations planning/major incident medical management and support;
- Flight Medical and/or MEDEVAC experience;
- Advanced Trauma Life Support (ATLS) trained General Practitioner (GP);
- Successful completion of Major Incident Medical Management and Support (MIMMS) course;
- Experience in assessing medical facilities, including under difficult conditions abroad;
- International medical experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities

- *N/A*

Position Name: Trainer of Trainers	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support - Management Level (MSML)
Ref. number: MA 86	Location: Bamako	Availability: 11 September 2019
Component/Department/Unit: Deputy Head of Mission/ Operations/ Training Unit	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Trainer of Trainers reports to the Trainers' Team Leader.

2. Main Tasks and Responsibilities

- To support host state authorities in developing training strategies/policies/plans/curricula/training institutions as directed by the Trainers' Team Leader;
- To identify required reforms and appropriate support to be provided by the Mission, including through advice/mentoring and/or direct training;
- To provide input to the development and regular updating of the Mission Implementation Plan (MIP) in the field of training;
- To conduct Mission direct training activities according to the MIP and the relevant agreed training curricula;
- To contribute to the Unit's contribution to the Mission's internal and external 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 identify and report on lessons learned and best practices within the respective field of responsibility;
- To prepare, chair and/or take part in briefings related to trainings with other Mission's units/components;
- To undertake any other job related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To train the members of the Malian Internal Security Forces (Gendarmerie, National Guard and National Police - ISF) on principles of train the trainers, using lessons learned and actual cases.
- To help identifying the Malian ISF needs to train their trainers;
- To train the (future) Malian ISF trainers;
- To train and provide tactical and operational advice to the Malian ISF trainers;
- To contribute to the review or elaboration of normative texts on Trainers curricula by the Malian ISF;
- To coordinate with other actions already undertaken by international stakeholders.

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**
- After fulfilling the education requirements a minimum of 4 years of relevant professional experience, including experience in national/international training units/programmes for law enforcement.

5. Essential Knowledge, Skills and Abilities

- Presentation skills;
- Innovative thinking;
- Ability to plan, multi-task and manage time effectively;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Professional Qualification/Certification as Trainer of trainers;
- Experience in designing and delivering training to trainers;
- A minimum of 5 years of experience as trainer of trainers with at least 2 years in law enforcement institutions;
- Experience as Senior Law Enforcement Officer;
- Experience in international efforts to support host state reforms in the area of Security Sector/Rule of Law;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities

- *N/A.*

Position Name: Legal Adviser	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support - Management Level (MSML)
Ref. number: MA 104	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Chief of Staff/ Legal	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

1. Reporting Line

The Legal Adviser reports to the Chief of Staff, while working also in direct support of the Head of Mission (HoM) and the Deputy Head of Mission (DHoM).

2. Main Tasks and Responsibilities

- To provide advanced legal expertise and advice on legal issues pertaining to the Mission and its legal framework, status and mandate;
- To draft legal guidelines for the Mission in accordance with line management instructions;
- To exercise oversight in all legal aspects in the Mission, including but not limited to operational issues; local, Belgian and EU legislation; employment and other personnel management or other administrative and legal issues;
- To liaise with international and local stakeholders in legal issues;
- To draft assessments and recommendations for the line management in relation to internal disciplinary and administrative proceedings;
- To plan and carry out trainings related to legal issues;
- To provide advice on host country regulatory and other instruments, mechanisms and arrangements;
- To identify and report on lessons learned and best practices within the field of responsibility;
- To undertake any other related tasks requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- Supports the Mission in all matters related to contracts;
- Contributes to the development, implementation and periodical review of Standard Operational Procedures (SOPs) within his/her field of responsibility;
- Coordinates and liaises with other Components/Units of the Mission on issues where legal expertise is required;
- Contributes to induction and other training with regard to legal issues related to the Mission, its framework and mandate.

4. Essential Qualifications and Experience

- Successful completion of university studies of at least 4 years attested by a diploma **OR** a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework **OR** a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree. The qualification must be in Law; **AND**
- After having fulfilled the education requirements, a minimum of 5 years of relevant professional experience.

5. Essential Knowledge, Skills and Abilities

- Understanding and experience of public international law, European law, labour law;
- French language skills: minimum level B2 (Independent User);
- English language skills: minimum level B2 (Independent User).

6. Desirable Qualifications and Experience

- Previous experience in working on both private and public sectors;
- Experience as a practising lawyer.

7. Desirable Knowledge, Skills and Abilities

- Knowledge of the jurisprudence in the host country;
- Previous experience in international litigation;
- Knowledge of the EU Financial Regulations including public procurement;
- International experience, particularly in crisis areas with multi-national and international organisations.

Position Name: Press and Public Information Officer	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support - Management Level (MSML)
Ref. number: MA 106**	Location: Bamako	Availability: 01 September 2019
Component/Department/Unit: Head of Mission/ Chief of Staff	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Press and Public Information Officer (PPIO) reports to the Chief of Staff while working also in direct support of the Head of Mission (HoM) and the Deputy Head of Mission (DHoM).

2. Main Tasks and Responsibilities

- To act as the Mission's main spokesperson and to communicate the work of the Mission to the public;
- To lead, direct and manage the work and staff of the Press and Public Information Office (PPIO);
- To organise the Press and Public Information budget and procurement processes as well as all contract/tender/designs for Mission visibility items;
- To draft if necessary, keep under review, and implement the Strategic Communications Plan of the Mission;
- To organise and conduct press conferences, briefings and other media events;
- To cover the media aspects of high-level visits as well as supervise and coordinate arrangements for visiting journalists/media;
- To supervise the development and maintenance of an effective Mission website and, if relevant, social media platforms;
- To draft press releases, public statements, articles and features, and to seek clearance from HOM/DHoM/Political Advisor as and when appropriate. To co-ordinate same with other EU actors in theatre if appropriate;
- To write and design public information material and factsheets;
- To ensure coordination with the press offices of other EU actors in the host state;
- To identify and report on lessons learned and best practices within the field of responsibility;
- To undertake any other job related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To provide guidance on press and public information issues to the Mission;
- To provide strategic and operational guidance and media advice on all internal and external communication matters directly to the HoM and CoS as well as other key staff as necessary;
- To manage the media aspects of any evolution of the Mission, providing relevant advice and guidance as necessary;
- To create and promote positive communication and information campaigns aiming to support and explain the Mission to local, regional and international audiences;
- To be responsible for the production of the daily media monitoring and its dissemination internally through the Mission;
- To ensure good communication and coordination on PPIO issues with the European Union Special Representative's office as well as with the press offices of the EU Delegation, Member States and other international stakeholders in the host country;

- To analyse the public impact of the Mission's activities and the effectiveness of the Mission's public outreach work;
- To contribute to the induction of Mission personnel as required.

4. Essential Qualifications and Experience

- Successful completion of university studies of at least 3 years attested by a diploma **OR** a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework **OR** a qualification of the 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 Journalism, Communication Sciences, Political Science, International Relations, Public Relations, Law, Social Sciences or Administration; **AND**
- After having fulfilled the education requirements, a minimum of 4 years of relevant professional experience.

8. Essential Knowledge, Skills and Abilities

- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

9. Desirable Qualifications and Experience

- Drafting and presentation skills;
- Proficiency with social media platforms, website management and design software;
- Skills and experience in the handling, processing and analysis of information from various sources;
- Knowledge about the local press and media environment;
- International experience, particularly in crisis areas with multi-national and international organisations.

10. Desirable Knowledge, Skills and Abilities

- *N/A*

Position Name: Travel Assistant	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support - Assistant Level (MSAL)
Ref. number: MA 120	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Chief of Staff/ Mission Support/ Head of Mission Support/ Administration	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Travel Assistant reports to the Head of Mission Support.

2. Main Tasks and Responsibilities

- To manage the purchase of tickets and flight reservations, bookings and accommodation confirmations for the staff member's official travel;
- To ensure that the most effective travel connections are used;
- To provide the shortest and most economical access to destination and identify alternative routings if cost exceed established limits;
- To keep updated the travel activities records with regards to the procured air tickets and hotel bookings.
- To liaise with Finance Office on function's budget and obligations;
- To prepare the needed documentation for Procurement action for contracts to be managed by Administration Office;
- To identify and report on lessons learned and best practices within the respective field of responsibility;
- To prepare reports and analysis as required;
- To undertake any other related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- To assist staff members in the preparation of duty trips and authorised travels and to advise on the most effective travel arrangements;
- To liaise with airline representatives, travel agents and hotels for all booking and billing-related issues;
- To evaluate services provided by the airlines companies and travel agencies;
- To register all travel related documents and information in the database and to manage the duty trip/travel archive in an appropriate and effective manner;
- To contribute to the elaboration of Standard Operation Procedures;
- To contribute to the elaboration of Terms of Reference for Procurement Procedures.

4. Essential Qualifications and Experience

- Successful completion of a minimum level of secondary education attested by a diploma giving access to post-secondary education; **AND**
- After fulfilling the education requirements, a minimum of 3 years of relevant professional experience.

5. Essential Knowledge, Skills and Abilities

- Ability to keep accurate and up-to-date records;
- Ability to establish and maintain effective working relations in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;
- Reporting skills;

- Ability to pay close attention to detail so that work produced is reliable and accurate;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- Experience in professional travel planning within an Airline Company and/or Travel Agency;
- Administrative experience;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities

- *N/A*

Position Name: Communication and Information Systems Officer	Employment Regime: Seconded/Contracted	Post Category for Contracted: Mission Support - Management Level (MSML)
Ref. number: MA 140	Location: Bamako	Availability: As soon as possible
Component/Department/Unit: Chief of Staff/ Mission Support/ Communication and Information Systems	Security Clearance Level: EU CONFIDENTIAL or equivalent	Open to Contributing Third States: Yes

1. Reporting Line

The Communication and Information Systems Officer reports to the Chief of CIS.

2. Main Tasks and Responsibilities

- To provide service and technical reporting to the Chief of CIS;
- To perform problem management and incident management analysis, and develop general solutions to enhance the quality and reliability of CIS services;
- To liaise with relevant CIS units on the implementation of approved CIS change management requests through standardized release management procedures;
- To design the deployment, development, testing, and maintenance processes of CIS standard hardware, software, systems, and peripherals;
- To design and deploy departmental training activities including user training programs in support of new technologies and procedures;
- To assist in the design and implementation, management and maintenance of CIS telecommunication systems in all office locations;
- To provide technical support for IT-network and information systems, including microwave and Wi-Fi links, Local Area Network, and Windows-based client applications and server systems;
- To provide support for mission telephony systems including IP telephony, videoconferencing, and GSM equipment;
- To deploy, install, maintain, and support of all data centre equipment, servers, software, and services in the Mission;
- To plan, implement, and maintain data recovery tools, business continuity measures, and disaster recovery measures, ensuring a high availability of mission-critical data centre services throughout the Mission;
- To identify and report on lessons learned and best practices within the field of responsibility;
- To undertake any other job related tasks as requested by the Line Managers.

3. Mission Specific Tasks and Responsibilities

- Produces precise reports concerning communication issues and recommendations for improvements;
- Under the supervision of the Chief of CIS, together with local CIS support staff, operates and manages the CIS-Helpdesk, in order to assist all Mission users, and to task and schedule CIS maintenance operations;
- Provides level 2 support for all end user computer related issues;
- Provides appropriate technical training sessions to helpdesk agents;
- Provides training to end users;
- Identifies requirements in the CIS unit, prepares requests for replenishment and procurement proposals, and assists in the drafting of technical specifications for ICT related services;

- Assists the Chief of CIS in establishing Standard Operating Procedures (SOPs) related to all office automation and communication issues;
- Keeps accurate, detailed and updated inventory of the hardware and software distributed Mission wide, in co-ordination with the Missions Administration;
- Contributes to identifying lessons and best practices in his/her respective field of competence;
- Management of the shared information management system (MS SharePoint);
- Roll out and management of wireless networks in the mission HQ and various point to point links (MikroTik and Ubiquiti networks).

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 Information Technology, Computer Science, Communications, Engineering or other related fields; **AND**
- After having fulfilled the education requirements, a minimum of 4 years relevant professional experience.

5. Essential Knowledge, Skills and Abilities

- Knowledge of technologies with wired and wireless networks (e.g. LANs, MANs, WANs);
- Problem solving skills and analytical ability to analyse complex technical customer problems, and manage the same on a day to day basis;
- Expert technical skills and hands-on experience in troubleshooting server hardware and software issues;
- French language skills: minimum level B1 (Independent User);
- English language skills: minimum level B1 (Independent User).

6. Desirable Qualifications and Experience

- System administrator with experience in a predominant Microsoft oriented environment, with systems such as: Microsoft Windows Server 2012 R2 / 2016, Microsoft Exchange Server 2013, Microsoft SharePoint Server 2013/2016, Microsoft SQL Server 2014, Microsoft Windows 7/10, Microsoft Office 2013/ 2016, in possession of relevant official Microsoft certified certificates;
- Network administrator familiar with MikroTik, Ubiquiti and Cisco hardware, in possession of relevant certified certificates of at least one of the mentioned vendors;
- Experience in the management and administration of Microsoft Sharepoint;
- Practical experience with server virtualisation tools such as VMware vSphere 5 or later and/or Microsoft Hyper-V;
- Experience in technically supporting radio communication hardware (digital VHF / HF);
- Experience in technically supporting VSAT systems as also satellite telephony;
- Experience in managing VoIP PABX systems and video teleconferences systems;
- International experience, particularly in crisis areas with multi-national and international organisations.

7. Desirable Knowledge, Skills and Abilities

- Ability to converse in business terms about organisational technology needs and solutions and in technical terms with IT and communications specialists.