

EEAS Vacancy Notice

CO-FINANCED

Seconded National Expert

Office of the European Union in Kosovo

AD level post – Post No 323804

We are:

The European External Action Service (EEAS) supports the High Representative in the exercise of his mandate to conduct and implement an effective and coherent EU Common Foreign and Security Policy (CFSP), of representing the EU and of chairing the Foreign Affairs Council. It also supports the High Representative in his capacity as Vice-President of the Commission with regard to his responsibilities within the Commission in the external relations field including the coordination of other aspects of the EU's external action. The EEAS works in close cooperation with the General Secretariat of the Council, the services of the Commission and the Secretariat General of the European Parliament.

We propose:

The position of Seconded National Expert (Political Officer in the Political Section), at the **EU Office in Kosovo** as a “**co-financed**” secondment, i.e. salary, insurances, accommodation and other costs are to be paid by the EU MS as appropriate.

Overall purpose:

Under the supervision of the Head of Section “Legal Matters and Advisory on Rule of Law”:

To support the development of Kosovo Police in the field of investigation and suppression of organised crime; violent extremism, trafficking in human beings, drug trafficking, and to further advance all strands of intelligence led policing, including international cooperation. Monitor, advise and contribute to analysis and reporting in the fields of Justice, Freedom, and Security and the Rule of Law in the host country, at central and regional levels, and under the direct supervision of Head of Section and/or Head of office.

We are looking for:

The European External Action Service (EEAS) is seeking a highly motivated colleague (SNE) to occupy the post of Seconded National Expert (SNE) to the **EU Office in Kosovo** to assist/contribute :

POLICY DEVELOPMENT - Contribution to policy development

- To be the key interlocutor with the Director of Kosovo Police Investigation Department.
- To monitor, mentor and advise the Director of Investigation Division in the areas of rooting up organised crime, violent extremism, traffic in human beings, and drug trafficking.
- To conduct specific thematic inspections and performance assessment tasks in support of the EUO efforts to address areas of structural weaknesses: including in the areas of potential political interference, corruption, human rights, gender and accountability.
- To assist KP in developing professional working relationships with all relevant law enforcement agencies in neighbouring states, and other European countries in order to increase cooperation and quality in the investigation of all sorts of cross border criminality.
- To undertake any other related tasks as requested by Head of Section.

INTERNAL COMMUNICATION - Reporting to Headquarters

- To identify best practice and lesson learned within the field of responsibility.
- To ensure timely reporting on activities within the field of responsibility as per planning documents, and in particular in terms of progress and/or lack of progress.

- To contribute in his/her field of expertise to the EU Office mandate implementation by monitoring, mentoring and advising the Kosovo Police Investigation Department at a strategic level.
- To liaise closely with the EU funded projects in the area of support to the Kosovo Police.
- To liaise, as appropriate, with other external stakeholders.
- To provide expert contribution to the work of the Legislative Review Mechanism with a view of helping establishing the EU-wide coordinated position on any legislative initiative by the government of interest for the EU.

Legal basis:

This vacancy is to be filled in accordance with EEAS Decision of the High Representative of the Union for Foreign Affairs and Security Policy Decision HR DEC (2014)01 of 04/02/2014 establishing the rules applicable to National Experts seconded to the European External Action Service.

Eligibility criteria:

Candidates must:

- a) Be drawn from public administrations in Member States, from international organisations or, only in exceptional cases and with prior authorisation from other sources.
- b) Have at least three years' full-time experience of administrative, scientific, technical, advisory or supervisory functions equivalent to those of function groups AD or AST as defined in the Staff Regulations of Officials of the European Union and the Conditions of Employment of other servants of the Union¹ or, where justified in the interests of the service, professional training of an equivalent level.
- c) Have a thorough knowledge of one Union language and a satisfactory knowledge of a second language for the performance of his/her duties.
- d) Have a security clearance of minimum level **EU-SECRET** for the functions that he/she will carry out.
- e) Remain in the service of the employer throughout the period of secondment and shall be paid by that employer.
- f) Remain subject to the social security legislation applicable to the public administration, international administration or entity which employs the SNE and which will assume responsibility for expenses incurred abroad. In case of posting to an EU Delegation, the employer certifies that the SNE is covered for medical expenses incurred at the place of secondment, as well as costs of repatriation on health grounds throughout the full period of secondment
- g) Ensure that there is no conflict of interest and that they will, at all times, safeguard the independence and coherence of EU foreign policy as well as the integrity and confidentiality of EU documentation, information and procedures.

Selection criteria:

Candidates should:

A. Professional knowledge

The expert should have professional experience pertinent to the duties to be carried out of at least ten years. The expert should be a senior officer from a Member State's Ministry of Interior, or the police, with proven international experience, particularly in the areas of multi-national and international organisations. Experience from previous work in Kosovo is an advantage.

- Professional experience pertinent to the duties to be carried out of at least ten years.
- Senior officer from Member State Ministry of Interior/Police.
- Extensive knowledge in the field of investigations, technical and operational support.
- Extensive experience in coordinating complex joint operations including different specialised units.
- Extensive knowledge of Intelligence-Led Policing (ILP).
- Experience in cooperation and liaison with international law enforcement agencies.

¹ Staff Regulations of Officials (SR) and the Conditions of Employment of Other Servants of the European Union (CEOS). For reference, see: <https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1570023902133&uri=CELEX:01962R0031-20190101>

- International experience, particularly in crisis areas with multi-national and international organisations.
- Knowledge of EU institutions, their related decision-making processes, EU External Action policies, (geographic and thematic) CFSP/CSDP, and JFS, as well as knowledge of the geographic area in question and relevant regional EU-accession and integration processes.

B. Skills

- Capacity to work and communicate under time constraints in an international diplomatic and multilingual environment. Intercultural sensitivity skills are required.
- Teamwork, coordination and communication skills.
- Solid analytical capability as well as drafting and reporting skills. Rapid grasp of problems and capacity to identify issues and solutions.
- Manage high workload efficiently under time constraint and pressure coupled with the capacity to multi-tasking in a volatile and politically charged environment. Must be able to motivate others (including local staff) and work collaboratively in a team across sections.

C. Intellectual skills

Solid analytical capability as well as drafting and reporting skills. Rapid grasp of problems and capacity to identify issues and solutions.

D. Management skills

Track record in change management

E. Languages

Thorough knowledge (capacity to write and speak) in English is required. Knowledge of the (official/working) language of the host country (or of the region) is an advantage.

F. Personal Qualities

Dynamic. Highly motivated and flexible personality. Able to adapt quickly to new situations and deal with new challenges in a complex multicultural environment. Teamwork and coordination. Proven ability to mentor and motivate local counterparts.

G. Equal opportunities

- The EEAS is committed to an equal opportunities policy for all its employees and applicants for employment. As an employer, the EEAS is committed to promoting gender equality and to preventing discrimination on any grounds. It actively welcomes applications from all qualified candidates from diverse backgrounds and from the broadest possible geographical basis amongst the EU Member States. We aim at a service that is truly representative of society, where each staff member feels respected, is able to give their best and can develop their full potential.
- Candidates with disabilities are invited to contact (SNE-Delegations@eeas.europa.eu) in order to accommodate any special needs and provide assistance to ensure the possibility to pass the selection procedure in equality of opportunities with other candidates. If a candidate with a disability is selected for a vacant post, the EEAS is committed to providing reasonable accommodation in accordance with Art 1d.4 of the Staff Regulations.

H. Conditions of secondment

The SNE shall remain at the service of her/his employer throughout the period of secondment and shall continue to be paid by that employer. The EEAS will provide for the allowances in order to contribute to cover the SNE's living expenses in the place of secondment on a flat-rate basis. These allowances shall not be construed as remuneration paid by the EEAS.

Duration of the secondment: Initial period of two years, renewable (2+2) up to 4 years.

The co-financed SNE shall be entitled to a:

- daily allowance (150.58€ per calendar day) throughout the period of secondment
- monthly allowance calculated according to the distance between the point of origin of the employer and the place of secondment (between 0 to 849.67 €/month)
- Living Condition Allowance Kosovo) : 20%

The EEAS will cover for certain security and missions costs incurred by the SNE posted in the EU Delegation. Other costs such as removal costs, salary, insurance, accommodation, schooling, etc. **shall not be covered by the EEAS.**

Post available: 01/10/2022

For further information, please contact: SNE-DELEGATIONS@eeas.europa.eu
