



ANNEX 1

European Union Police Mission in Afghanistan (EUPOL Afghanistan)

Advertisement for EU Seconded / Contracted Staff Members

Organisation: European Union Police Mission in Afghanistan

Job Location: Afghanistan

Staff Regime: Seconded by Contributing State or Contracted

Job Titles / Vacancy Notice:

Post	Function	Location	Required as of	Contract
AFG 003	Deputy Head of Mission/RoL	Kabul	May 2009	Seconded
AFG 011	Internal Controller	Kabul	May 2009	Seconded/Contracted
AFG 014	Project Management Officer	Kabul	May 2009	Seconded
AFG 015	Project Management Officer	Kabul	May 2009	Seconded
AFG 016	Head of Mission Support	Kabul	June 2009	Seconded/Contracted
AFG 017	Chief of General Support Service	Kabul	June 2009	Seconded/Contracted
AFG 021	Documents and Records Officer	Kabul	May 2009	Seconded/Contracted
AFG 025	Finance/Accounting Officer	Kabul	May 2009	Seconded/Contracted
AFG 034	Human Resources Officer	Kabul	May 2009	Seconded/Contracted
AFG 036	Human Resources Officer	Kabul	May 2009	Seconded/Contracted
AFG 045	CIS Officer	Kabul	May 2009	Seconded
AFG 066	Medical Officer	Kabul	May 2009	Seconded/Contracted
AFG 067	ISAF Liaison Officer	Kabul	June 2009	Seconded
AFG 069	Senior Mission Security Officer	Kabul	May 2009	Seconded/Contracted
AFG 070	Deputy Senior Mission Security Officer	Kabul	May 2009	Seconded/Contracted
AFG 076	Situation Room Officer	Kabul	May 2009	Seconded
AFG 077	Situation Room Officer	Kabul	May 2009	Seconded
AFG 088	Deputy Head of Police Mentors	Kabul	May 2009	Seconded
AFG 091	Adviser Deputy Minister of Interior	Kabul	May 2009	Seconded
AFG 092	Mentor Uniformed Police Department (MoI)	Kabul	June 2009	Seconded
AFG 093	Mentor Criminal Investigation Department (MoI)	Kabul	May 2009	Seconded
AFG 097	Mentor Logistic Department (MoI)	Kabul	July 2009	Seconded
AFG 110	Mentor Ministry of Interior (MoI)	Kabul	May 2009	Seconded
AFG 111	Mentor Ministry of Interior (MoI)	Kabul	June 2009	Seconded
AFG 119	Mentor Ministry of Interior (MoI)	Kabul	May 2009	Seconded
AFG 120	Chief Border Police Mentor/Adviser	Kabul	May 2009	Seconded

Post	Function	Location	Required as of	Contract
AFG 122	Border Police Mentor/Adviser	Kabul	May 2009	Seconded
AFG 126	Border Police Mentor/Adviser	Kabul	May 2009	Seconded
AFG 127	Border Police Mentor/Adviser	Kabul	May 2009	Seconded
AFG 128	Border Police Mentor/Adviser	Kabul	May 2009	Seconded
AFG 129	Border Police Mentor/Adviser	Kabul	May 2009	Seconded
AFG 130	Border Police Mentor/Adviser	Kabul	May 2009	Seconded
AFG 131	Border Police Mentor/Adviser	Kabul	May 2009	Seconded
AFG 133	Chief of CID Mentor/Adviser	Kabul	May 2009	Seconded
AFG 140	CID Mentor Adviser	Kabul	May 2009	Seconded
AFG 142	CID Mentor Adviser	Kabul	May 2009	Seconded
AFG 143	CID Mentor Adviser	Kabul	May 2009	Seconded
AFG 146	CID Mentor Adviser	Kabul	May 2009	Seconded
AFG 147	CID Mentor/Adviser	Kabul	July 2009	Seconded
AFG 163	Training adviser	Kabul	May 2009	Seconded
AFG 170	Training adviser	Kabul	July 2009	Seconded
AFG 176	Training adviser	Kabul	May 2009	Seconded
AFG 177	Head of Rule of Law Mentors	Kabul	May 2009	Seconded
AFG 190	Mentor to the Attorney General's Office (AGO)	Kabul	June 2009	Seconded
AFG 191	Mentor to the Attorney General's Office (AGO)	Kabul	May 2009	Seconded
AFG 192	Justice Liaison Officer for Police	Kabul	May 2009	Seconded
AFG 193	Head of Rule of Law Trainers	Kabul	May 2009	Seconded
AFG 194	Rule of Law Training Adviser	Kabul	May 2009	Seconded
AFG 196	Rule of Law Training Adviser/Gender	Kabul	May 2009	Seconded
AFG 197	Rule of Law Training Adviser	Kabul	May 2009	Seconded
AFG 198	Rule of Law Training Adviser	Kabul	May 2009	Seconded
AFG 200	Analysis and Reporting Coordinator IPCB-S	Kabul	May 2009	Seconded
AFG 201	Reform Coordinator IPCB-S	Kabul	May 2009	Seconded
AFG 203	Training Programme Coordinator IPCB-S	Kabul	May 2009	Seconded
AFG 204	Reporting Systems Project Coordinator IPCB-S	Kabul	July 2009	Seconded
AFG 206	Regional Policing Development and Coordination Officer	Kabul	May 2009	Seconded
AFG 207	Head of Regional Rule of Law Development and Coordination	Kabul	May 2009	Seconded
AFG 208	Regional Rule of law Development and Coordination Officer	Kabul	May 2009	Seconded
AFG 218	Senior Adviser	RC North	May 2009	Seconded
AFG 223	CID Adviser	RC North	May 2009	Seconded
AFG 226	Border Police Adviser	RC North	May 2009	Seconded
AFG 227	Border Police Adviser	RC North	May 2009	Seconded
AFG 228	Border Police Adviser	RC North	May 2009	Seconded
AFG 229	Border Police Adviser	RC North	May 2009	Seconded
AFG 234	Regional Rule of Law Coordinator	RC North	May 2009	Seconded

Post	Function	Location	Required as of	Contract
AFG 235	Rule of Law Adviser	RC North	May 2009	Seconded
AFG 237	Administrative Officer	RC North	May 2009	Seconded/Contracted
AFG 239	Mentor	Feyzabad	June 2009	Seconded
AFG 242	Border Police Adviser	Feyzabad	May 2009	Seconded
AFG 243	Border Police Adviser	Feyzabad	May 2009	Seconded
AFG 246	Rule of Law Adviser	Feyzabad	May 2009	Seconded
AFG 251	Border Police Adviser	Kunduz	May 2009	Seconded
AFG 253	Training Adviser	Kunduz	May 2009	Seconded
AFG 256	Mentor	Takhar	May 2009	Seconded
AFG 258	Mentor	Pol-e-Khomri	May 2009	Seconded
AFG 261	Training Adviser	Pol-e Khomri	July 2009	Seconded
AFG 265	CID Adviser	Mazar	May 2009	Seconded
AFG 267	Border Police Adviser	Mazar	May 2009	Seconded
AFG 271	Training Adviser	Mazar	May 2009	Seconded
AFG 290	Regional Police Coordinator	RC West	May 2009	Seconded
AFG 291	Regional Rule of Law Coordinator	RC West	May 2009	Seconded
AFG 293	CID Adviser	RC West	May 2009	Seconded
AFG 301	Mentor	Badghis	May 2009	Seconded
AFG 302	CID Adviser	Badghis	May 2009	Seconded
AFG 303	CID Adviser	Badghis	May 2009	Seconded
AFG 306	Training Adviser	Badghis	May 2009	Seconded
AFG 307	Training Adviser	Badghis	May 2009	Seconded
AFG 313	Training Adviser	Ghor	May 2009	Seconded
AFG 315	Mentor	Herat	May 2009	Seconded
AFG 320	Senior Adviser	RC South	May 2009	Seconded
AFG 322	Regional Rule of Law Coordinator	RC South	May 2009	Seconded
AFG 335	Administrative Officer	RC South	May 2009	Seconded/Contracted
AFG 338	Mentor	Helmand	May 2009	Seconded
AFG 339	Mentor	Helmand	June 2009	Seconded
AFG 340	CID Adviser	Helmand	May 2009	Seconded
AFG 343	Training Adviser	Helmand	May 2009	Seconded
AFG 344	Training Adviser	Helmand	May 2009	Seconded
AFG 345	Training Adviser	Helmand	May 2009	Seconded
AFG 346	Rule of Law Adviser	Helmand	May 2009	Seconded
AFG 362	Senior Adviser (RC East)	Temporary located in Kabul	May 2009	Seconded
AFG 363	Regional Police Coordinator (RC East)	Temporary located in Kabul	May 2009	Seconded
AFG 364	Regional Rule of Law Coordinator (RC East)	Temporary located in Kabul	May 2009	Seconded
AFG 375	Administrative Officer (RC East)	Temporary located in Kabul	May 2009	Seconded
AFG 376	Security/SDC Officer (RC East)	Temporary located in Kabul	May 2009	Seconded

Deadline for applications: 15 May 2009
Email address to send the Job Application Form/CV:
cpcc.eupolafghanistan@consilium.europa.eu

For more information related to the selection and recruitment, please contact the General Secretariat of the Council of the European Union, CPCC:

For operational and deployment-related questions:

Mr Josef VOELKER
Council of the European Union, General Secretariat
CPCC Operations Unit - Brussels Support Element to EUPOL AFGHANISTAN
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Rue de la Loi 175 B-1048 Brussels

For questions on employment terms and conditions:

Mr Jari VAARNAMO
Council of the European Union, General Secretariat
CPCC Mission Support Unit
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Rue de la Loi 175 B-1048 Brussels

The General Secretariat of the EU, through CPCC, requests Member States to propose candidates for the following international expert positions for the European Union Police Mission in Afghanistan, according to the requirements and profiles described below:

A. Essential Requirements

Citizenship - Citizen of a Member State of the European Union (EU) and enjoying full rights as a citizen.

Integrity - The participants must maintain the highest standards of personal integrity, impartiality and self-discipline within the mission. Participants are not allowed to provide or discuss any information or document as a result of access to classified and/or sensitive information related to the mission or respective tasks and activities. The participants shall carry out their duties and act in the interest of the mission.

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

Flexibility and adaptability - Be able to work in arduous conditions with a limited network of support. Must be able to cope with extended separation from family and usual environment.

Physical and mental health - Physically fit and in good health without any physical or mental problems or substance dependency which can impair operational performance in the Mission.

Ability to communicate effectively in English - Mission members must be fully fluent in written and oral English language. Report writing skills are especially needed.

Computer Skills - Skills in word processing and spreadsheets are essential. Knowledge of other IT tools will be an asset.

B. Recommendable Requirements

Knowledge of the EU Institutions - To have knowledge of the EU Institutions and international standards, particularly related to the Common Foreign and Security Policy, including the European Security and Defence Policy.

Knowledge of Afghanistan - To have a good knowledge of the history, culture, social and political situation of the country. To have knowledge of the police, judiciary and governmental structures (distinct advantage).

Language skills - knowledge of local languages will be an asset.

C. Essential Documents and Requirements for the Selected Candidates

Passport - The participants must obtain a passport from the respective national authorities.

Visas - Seconded members may obtain a transit visa as appropriate.

Security Clearance required - To have or obtain a national security clearance "EU SECRET" level or equivalent.

Certificate/Booklet of vaccination - To be in possession of a valid certificate/booklet of vaccination showing all vaccinations and immunisations received. To be vaccinated according to the required immunisations for the mission area.

Medical Certificate - To be in possession of a valid certificate declaring fit to the mission.

Driver Licence - Be in possession of a valid - including mission area - civilian driver licence for motor vehicles (Category B or equivalent). Able to drive any 4 wheel drive vehicles.

D. Additional information on the selection process

Application form - Applications will be considered when using the standard Application Form (Annex 2) and indicating which position(s) the candidate is applying for.

Selection process - The candidates considered to be the most suitable will be short-listed and invited to an interview before the final selection is made.

Information on the outcome - Candidates will be informed about the outcome of the selection process after its completion.

EUPOL AFGHANISTAN

Job Title

Deputy Head of Mission Rule of Law

Post number

AFG 003

Location

Kabul

Contract type

Seconded

Category

1

Job Description:

The *Deputy Head of Mission / Rule of Law (DHoM RoL)* shall assist the Head of Mission in managing and coordinating Mission activities and will be responsible for the following tasks:

- Report to the EUPOL AFGHANISTAN Head of Mission (HoM).
- Assist the HoM to command, coordinate, manage and control all the EUPOL AFGHANISTAN activities related to the three operational components of Training, Regional Coordination and Development, and Advising and Mentoring, and to contribute to the developments of strategies, plans, programmes for these, taking into account overall political developments in Afghanistan.
- Develop and implement all necessary activities and competences to achieve the objectives of the Mission, planning and maintaining timelines, allocating resources and coordinating the development of activities to ensure progress and success of Mission mandate.
- Support the Heads of Training, Regional Coordination and Development and Mentoring, ensuring that all operational tasks are performed efficiently and effectively, and providing operational analysis.
- Establish professional working relationships with EU personnel within the mission area to facilitate the mutual exchange of necessary information, to allow effective co-ordination and co-operation between the mission and other EU and international stakeholders, and especially with the Government of Afghanistan (GoA), UNAMA, ISAF, US Military and Agencies, PRTs and other key actors.
- Assist the HoM on the appointment and deployment personnel to address mission needs.
- Assist the HoM in the day-to-day management of the operation.
- Direct and coordinate the execution of all the activities related to the organisation, operation and instructions of EUPOL AFG.
- By delegation of the HoM, to exercise disciplinary control over all RoL officers, as well as international and local civilian personnel in the mission.
- Assist the HoM in his/her responsibility of all operational and functional aspects of the mission.
- Be able, when deemed necessary, to delegate authority utilising the approved chain of command structure of the Mission.
- Oversee and coordinate interregional cooperation related to the Advisers and Mentors to Central and Regional Commands, through the Heads of Mentoring and Regional Cooperation.
- Undertake any other tasks required by HoM.

Qualifications and Experience

- Advanced law degree, preferably a PhD in international law or law comparison.
- Demonstrated in-depth understanding of judicial and legal systems issues, knowledge of criminal law and relevant international human rights standards; knowledge of Sharia and traditional desirable.
- Professional experience in police and judicial reforms.
- Strong knowledge of the mechanisms for international and national police and judicial cooperation.
- Excellent interpersonal skills and abilities to share the strategic vision of the HoM and communicate it to the Mission personnel.
- Highly resilient under physical and mental pressure and stress-resistant.
- International professional experience, particularly in crisis areas, such as Afghanistan or other areas within the same geopolitical context, with multi-national and international organisations.
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region.

Additional requirements

- Experience in strategic liaison with international partners.
- Experience in strategic management and/or public administration is desirable.
- Knowledge of EU Civilian Crisis Management and previous ESPD experience.

EUPOL AFGHANISTAN

Job Title

Internal Controller

Post nr

AFG 011

Location

Kabul

Contract type

Seconded or Contracted

Category

2

Job Description

The *Internal Controller* will be responsible for the following tasks:

- Establish a financial control function to be performed in compliance with the relevant international standards and EC guidelines.
- Control the legality and regularity of budgetary and financial operations, including monitoring the commitment and authorization of all expenditure and revenue.
- To control the fund's management, including receipt, recording, disbursement and investment of funds from all sources; control of assets' management.
- To control the classification and recording of financial transactions and advice on related problems.
- To control and verify accounts and book-keeping records.
- Control financial and treasury accounting systems in use at the mission under generally accepted principles, which include preparation, analysis and interpretation of financial statements and financial management reports.
- Advise the Head of Mission concerning financial control and budgetary issues.
- Supervise the implementation of financial and accounting policies, systems and procedures.

Qualifications and Experience

- Advanced University degree in Management, Economics, Accounting, Business Administration or a related field.
- Related experience of 10 years (of which minimum 5 years audit experience).
- Certification from an internationally recognised Internal Audit/Accounting body and professional qualification to act in accordance with the internationally established professional internal auditing standards.
- Excellent interpersonal and communication skills, including capacity to summarise complex issues and convey key messages efficiently
- Excellent intellectual and problem-solving and judgment skills and a capacity to make sound, logical and well-argued judgments.
- Knowledge and experience working with computerised financial systems in the area of accounting or financial management.
- Good knowledge of EC Financial Regulation and audit practices.

- Experience of working in a multicultural environment. International experience preferable, particularly in crisis area with multinational and international organisations, ideally in a related position.
- Experience in planning and implementing projects.

EUPOL AFGHANISTAN

Job Title

Project Management Officer

Post number

AFG 014

Location

Kabul

Contract type

Seconded

Job Description

The Project Management Officer will, under the supervision of the Head of Head of Mission's Office be responsible for:

- Assisting in project planning and development and co-ordinate the implementation of the Mission's projects with other stakeholders;
- Assess project proposals and make recommendations to Head of Mission on the feasibility and sustainability of projects;
- Ensure that project proposals are properly coordinated within the Mission as well as with external stakeholders;
- Develop an EUPOL Projects Database and maintain a record of EUPOL project history and ongoing activities;
- Upon project completion, ensure that post-project reporting and evaluation have been completed;
- Developing best practices on project management, make training recommendations and record lessons learnt;
- Establishing and maintaining contacts with International Organisations and NGOs to identify potential project partners and funding;
- Performing other tasks as assigned by supervisor

Job Requirements

- Advanced university degree in political science, international relations or related field
- A minimum of eight years of progressively responsible experience with a national or international organisation
- Extensive experience in project management and evaluation desirable.
- Excellent communication skills and experience in networking
- Demonstrated organisational, analytical and administrative skills
- Professional fluency in English with excellent drafting skills
- Ability to operate windows applications, including word processing, e-mail and internet
- Ability to establish and maintain effective working relations with people of different national and cultural backgrounds, whilst maintaining impartiality and objectivity
- National security clearance "EU secret" or equivalent

EUPOL AFGHANISTAN

Job Title

Project Management Officer

Post number

AFG 015

Location

Kabul

Contract type

Seconded

Job Description

The Project Management Officer will, under the supervision of the Head of Head of Mission's Office be responsible for :

- Assisting in project planning and development and co-ordinate the implementation of the Mission's projects with other stakeholders;
- Assess project proposals and make recommendations to Head of Mission on the feasibility and sustainability of projects;
- Ensure that project proposals are properly coordinated within the Mission as well as with external stakeholders;
- Develop an EUPOL Projects Database and maintain a record of EUPOL project history and ongoing activities;
- Upon project completion, ensure that post-project reporting and evaluation have been completed;
- Developing best practices on project management, make training recommendations and record lessons learnt;
- Establishing and maintaining contacts with International Organisations and NGOs to identify potential project partners and funding;
- Performing other tasks as assigned by supervisor

Job Requirements

- Advanced university degree in political science, international relations or related field
- A minimum of eight years of progressively responsible experience with a national or international organisation
- Extensive experience in project management and evaluation desirable.
- Excellent communication skills and experience in networking
- Demonstrated organisational, analytical and administrative skills
- Professional fluency in English with excellent drafting skills
- Ability to operate windows applications, including word processing, e-mail and internet
- Ability to establish and maintain effective working relations with people of different national and cultural backgrounds, whilst maintaining impartiality and objectivity
- National security clearance "EU secret" or equivalent

EUPOL AFGHANISTAN

Job Title

Head of Mission Support

Post number

AFG 016

Location

Kabul

Contract type

Seconded or Contracted

Category

1

Job Description:

The *Head of Mission Support* is a member of the Mission's Senior Management Team and will report directly to the Head of Mission. He/She will be responsible for the following tasks:

- Command and coordination of the branch and support and advise to Mission Command, as well as development of inter-unit plans and coordination, setting goals and deadlines and defining procedures and responsibilities;
- Lead the process to define and address the global administrative requirements of the mission including, inter alia, finance and budgetary requirements, human resources, procurement and logistics;
- Lead the staff responsible for the effective security and control of designated funds allocated to the mission and all necessary internal and external administrative functions;
- Monitor and direct day-to-day personnel, financial and administrative operations of the ESDP Mission, as well as to lead the preparation of all related reports, including figures, statistics, inventories and analysis of current and future requirements;
- Assist and advise with the assistance of the appropriate technical staff, on all administrative, personnel, financial and logistical issues;
- Lead the staff responsible for providing training and assistance to the mission members related with all administrative, personnel and finance matters;
- Lead the process of developing suitable induction training packages on administrative matters for new members;
- Study and propose operational and management decisions that have the objective to increase the efficiency of the mission service;
- Produce, co-ordinate and decide about plans and reports related with the mission activities, namely related with the organisation and administrative services.
- Undertake any other tasks required by the Head of Mission

Qualifications and Experience

- University Degree or equivalent, as appropriate
- Senior expert with a solid background, at least ten years of professional experience in some of the specific field of expertise included in Mission Support

- Earlier professional experience as a manager of a multidisciplinary administrative unit
- International experience, particularly in crisis area with multinational organizations
- Experience in planning and implementing projects
- Fluent in written and spoken English

EUPOL AFGHANISTAN

Job Title

Chief of General Support Service

Post number

AFG 017

Location

Kabul

Contract type

Seconded/Contracted

Category

1

Job Description:

The *Chief of General Support Service* will be responsible for the following tasks:

- Report to the Head of Mission Support
- Exercise managerial and supervisory control over all General Support Services elements– logistics, transportation, CIS/IT and medical care – required by the mission
- Plan, analyze, design, program and implement all aspects of General Support Services needs of the Mission in cooperation and coordination with relevant members of the Team
- Develop the General Support Services systems necessary for reaching the main objective of the Mission and suitable for the needs of all personnel
- Coordinate and manage the distribution and reallocation of resources provided for the Mission, ensuring systems in place for replacement and repair
- Ensure accuracy and comprehensive policies and guidelines to the logistics aspects
- Identify needs of goods and/or services specifically required for its area of responsibility and technically define the appropriate requirements of the means required to cover these needs and participate, as appropriate, in the correspondent processes to procure these goods and services
- By-default, be the expert responsible for the identification of needs, i.e., the responsible for the identification of needs not specifically attribute to a different expert
- Coordinate the provision of material and office space
- Receive, review, analyze, assign, process and track certified requisitions submitted for procurement action
- Fulfil any other tasks in the related field

Qualifications and Experience

- An advanced University in Logistics, Engineering, Administration or equivalent combination of education, training and practical experience
- To have a minimum of five years of professional experience at middle and upper level management in General Support Services related matters and ten years of overall professional experience
- Good awareness of different product and services markets and industrial business network

- Good working knowledge of MS Word, Power Point and Excel software
- Experience in planning and implementing projects
- To be familiar with the use of MS Access and relevant planning software (desirable)
- To have experience in the implementation of EU procurement processes and regulations (desirable)
- International experience, particularly in crisis areas with multi-national and international organizations (desirable)
- Fluent in written and spoken English

EUPOL AFGHANISTAN

Job Title

Documents and Records Officer

Post number

AFG 021

Location

Kabul

Contract type

Seconded or Contracted

Category

2

Job Description

The Documents and Records Officer will be responsible for the following tasks:

- The Documents and Records Officer will report to the Head of Mission through the Head of Mission Support
- To develop a record management policy for approval by the Head of Mission to incorporate physical and electronic records
- Administer the records management program and provide assistance to department heads in its implementation
- Plan, formulate, and prescribe records disposition policies, systems, standards, and procedures
- In cooperation with department heads identify essential records and establish a disaster plan for each department to ensure maximum availability of the records in order to re-establish operations quickly and with minimum disruption and expense
- To study the feasibility of and, if appropriate, establish a uniform filing system and a forms design and control system for the Head of Mission
- To monitor records retention schedules and administrative rules issued by the Head of Mission to determine if the records management program and the records control schedules are in compliance with regulations
- To disseminate to the department heads information concerning administrative rules relating to records
- To maintain records on the volume of records destroyed under approved records control schedules or through records destruction authorization requests, the volume of records microfilmed or stored electronically, and the estimated cost and space savings as the result of such disposal or disposition
- To bring to the attention of the Head of Mission non-compliance by department heads or other personnel with the policies and procedures of the records management program
- To work closely with the CIS section to ensure that their electronic filing systems are in line with mission Requirements and Policies

Qualifications and Experience

- A Third Level qualification preferably in the area of Archives or IT
- Excellent knowledge of computer programs with an emphasis on databases
- Fluent in written and spoken English
- It is preferable to have previous experience in the working area

EUPOL AFGHANISTAN

Job Title

Finance and Accounting Officer

Post number

AFG 025

Location

Kabul

Contract type

Seconded/Contracted

Category

2

Job Description

The *Finance and Accounting Officer* will be responsible for the following tasks:

- Assist, advise and replace (when absent and if required) the Chief of Finance
- Manage the accounts, payments, treasury, payroll, financial system, claims, funds and other financial functions
- Approving obligations, payments and disbursements
- Manage salaries, per diems, and reimbursements
- Liaise and cooperate on financial issues with other relevant actors
- Identify needs of goods and/or services specifically required for its area of responsibility and to technically define the appropriate requirements of the means required to cover these needs and to participate, as appropriate, in the correspondent processes to procure these goods and services.

Qualifications and Experience

- University degree or equivalent, as appropriate.
- Certified training course in a relevant field.
- To have a minimum of 5 years of professional experience
- Experience in financial matters, in accounting and book-keeping.
- Experience in planning and implementing projects

EUPOL AFGHANISTAN

Job Title

Human Resources Officer

Post Number

AFG 034

Location

Kabul

Contract type

Seconded/Contracted

Category

2

Job Description

The *Human Resources Officer* will be responsible for the following tasks:

- Assist and advise the Chief Human Resources
- Assist in managing the mission recruitment and selection process of qualified applicants for the vacant positions for all international and national mission members in coordination with the CPCC Staff Selection Procedures
- Assist in publishing the Calls for Contributions
- Responsible for carrying out the recruitment process for the international and national staff, processing applications and together with the line managers for short listing of candidates and managing interviews, be a member of selection panels
- Assist in the development and coordination of Job Descriptions
- Ensure the daily management of the documentation and correspondence concerning the arrival, deployment, extensions, performance assessments and repatriation of the staff members
- Developing all personnel related files and databases as appropriate, to maintain all the records related to the personnel in the proper filing system, keeping all relevant documentation in secure and organized place
- Supervision, coordination and follow up of leave requests, travel requests and sick leave certificates, updating and improvement of Leave File and Sick leave roster
- Responsible for managing the Welfare issues in the Mission
- Assist to handle all special projects relating to personnel issues
- Perform any other related tasks as required by the line manager

Qualifications and Experience

- University Degree in Social Sciences, Human Resources, Business Administration or equivalent academic or professional training
- Minimum of five years of professional experience in recruitment, legal, administrative and operational aspects of human resources as well as ten years of overall professional experience

- International experience, particularly from the ESDP and other international missions in the crisis areas as well as from multi-national and international organizations is highly desirable
- Excellent administrative skills and attention to details
- Experience in planning and implementing projects is essential
- Fluent in written and spoken English
- Ability to work and live in hardship conditions

EUPOL AFGHANISTAN

Job Title

Human Resources Officer

Post Number

AFG 036

Location

Kabul

Contract type

Seconded or Contracted

Category

2

Job Description

The *Human Resources Officer* will be responsible for the following tasks:

- Assist and advise the Chief Human Resources
- Assist in managing the mission recruitment and selection process of qualified applicants for the vacant positions for all international and national mission members in coordination with the CPCC Staff Selection Procedures
- Assist in publishing the Calls for Contributions
- Responsible for carrying out the recruitment process for the international and national staff, processing applications and together with the line managers for short listing of candidates and managing interviews, be a member of selection panels
- Assist in the development and coordination of Job Descriptions
- Ensure the daily management of the documentation and correspondence concerning the arrival, deployment, extensions, performance assessments and repatriation of the staff members
- Developing all personnel related files and databases as appropriate, to maintain all the records related to the personnel in the proper filing system, keeping all relevant documentation in secure and organized place
- Supervision, coordination and follow up of leave requests, travel requests and sick leave certificates, updating and improvement of Leave File and Sick leave roster
- Assist to handle all special projects relating to personnel issues
- Perform any other related tasks as required by the line manager

Qualifications and Experience

- University Degree in Social Sciences, Human Resources, Business Administration or equivalent academic or professional training
- Minimum of five years of professional experience in recruitment, legal, administrative and operational aspects of human resources as well as ten years of overall professional experience
- International experience, particularly from the ESDP and other international missions in the crisis areas as well as from multi-national and international organizations is highly desirable
- Excellent administrative skills and attention to details
- Experience in planning and implementing projects is essential
- Fluent in written and spoken English

- Ability to work and live in hardship conditions

EUPOL AFGHANISTAN

Job Title

CIS Officer

Post number

AFG 045

Location

Kabul

Contract type

Seconded

Job Description:

The *CIS Officer* will be responsible for the following tasks:

- Assist and advise the Chief of CIS
- To assist in the design and implementation, management and maintenance of CIS projects and applicable policies, technical reports, operating instructions, guidelines and procedures in the field
- To maintain and troubleshoot CIS equipment, telephone, radio, network and software applications with respect to installation, systems support and security
- To provide technical support to Mission Members with regards to CIS equipment
- To ensure the proper functioning of all CIS equipment in his/her area of responsibility
- To assist in the selection and evaluation of cost-effective solutions for CIS hardware and software according to the Mission's requirements
- To maintain an adequate number of CIS equipment and spares
- To organize repair and replacement of CIS equipment as necessary
- To organize the prompt delivery of technical services by assigning the available technical resources, including providing Office Automation as help desk support, standardisation, preparation and maintenance of applications
- To seek out user information and their training needs and to arrange training for Mission Members with regards to the Mission's standard CIS hard- and software, while at the same time keeping up to date with new technologies and standards
- To maintain/troubleshoot telephone systems and radio communications and to assist in providing network, email, internet use, security and backup of Mission data
- To perform any other duties related to his/her assignment

Qualifications and Experience

- A minimum of 5 years of experience in communication technology support and implementation
- A recognised European qualification in the area of radio/telephone maintenance.

- Radio Technician with knowledge and experience with regard to information and communications VHF, UHF, HF, Satellite, GSM, Microwave, essential.
- Knowledge of ECM a distinct advantage.
- Rigging experience a distinct advantage.
- Knowledge of Structured Cabling, Ethernet, TCP/IP, Switches, essential.
- Knowledge of Routers, VPN, Firewall, IDS an advantage.
- Particular resilience under physical and mental pressure and resistance to stress
- Good knowledge of oral and written English
- Operational experience in national or international deployments in peace support issues a distinct advantage.
- Sufficiently fit to endure the specific rigours of a stay in Afghanistan

EUPOL AFGHANISTAN

Job Title

Medical Officer

Post number

AFG 066

Location

Kabul

Contract type

Seconded/Contracted

Category

2

Job Description

The Medical Officer will be responsible for following tasks:

- Assist, advise and replace (when absent and if required) the Chief Medical Officer
- Assist and advise in close cooperation with the Chief Medical on all the medical evacuation issues and other emergency medical support matters
- Establish diagnosis and take decisions on methods of treatment (preventive or curative) of patients
- To assist in training exercises and medical emergency assistance for all the emergency included mass causality cases in theatre, and all the other issues related to repatriation and further treatment even in the home country
- To asses, manage and undertake the daily clinical duties (24/7 hours) even in case of critical injuries or severe emergency cases
- To assess on regular basis existing in and outpatient medical treatment facilities and update the availability of the list
- To perform medical briefings and first aid training for the mission members
- To provide first aid equipment for all the EUPOL members according the EU guidelines for ESDP missions
- To explore options for joint procurement and warehousing of medical equipment and supplies
- To gather all the information related to security and health insurance including all the necessary administrative procedures
- To keep detailed statistics and reports updated to the Chief Medical
- To undertake any other task as required by the Chief Medical

Qualifications and Experience

- Advanced University degree in Medicine or equivalent practical experience as qualified paramedic
- Knowledge and hands in Emergency Care Unit, and certified experience in the field of
- MEDEVAC and Flight Medical rescue
- Desirable trainer for Basic Trauma Life Support or other trainer experience
- International experience in crisis areas with international organisations

- Minimum ten years of experience in medical planning and administrative procedures
- International working experience in crisis areas with international organisations
- Experience in training on health care issues and Basic Trauma Life Support
- Excellent computer skills in MS Office applications (Excel, Word, Power Point, Access)
- Excellent spoken and written command of English language essential
- Absolute discretion and trustworthiness
- Ability to establish and to maintain effective working relationships as a team member
- Fluent in written and spoken English

EUPOL AFGHANISTAN

Job Title

ISAF Liaison Officer

Post number

AFG 067

Location

Kabul

Contract type

Seconded

Job Description:

The ISAF Liaison Officer will be responsible for the following tasks:

- Establish and maintain effective, regular and cooperative relationship with ISAF
- Supports the leadership of the mission with all required information from ISAF
- Supports the leadership of the mission in the coordination process with ISAF
- Reports to the Deputy Head of Mission/Police on a regularly basis
- Ensures the information flow between ISAF and the mission, especially with the SMSO and Chief of General Support Serviced in all relevant matters.
- Keeps the Senior Advisors informed on ISAF related issues in the respective area of responsibility
- Undertakes any other tasks required by the Deputy Head of Mission/Police
- The post holder will be responsible for dealing with sensitive information and so the highest standards of integrity are crucial
- Undertake any other tasks required

Qualifications and Experience

- Status of a police officer with a minimum of 10 years of professional experience. Preferably police officer under military status possibly in the intelligence field.
- Excellent interpersonal skills and able to work dynamically on own initiative in a methodical manner with a flexible approach
- Excellent analytical abilities and drafting skills
- Understanding of the political situation in Afghanistan
- Work experience in international organisations preferably in a planning capacity
- The post holder will be expected to give presentations and also to produce presentations;
- The post holder will be responsible for dealing with sensitive information and so the highest standards of integrity are crucial
- Deep knowledge and understanding of staff work and experience in a military or police staff
- Excellent command of English
- Military background is desirable
- Knowledge about NATO structures is desirable
- International experience within NATO is desirable
- Fluent in written and spoken English

Specific Requirements:

- Owning a valid NATO security clearance up to NATO SECRET

EUPOL AFGHANISTAN

Job Title

Senior Mission Security Officer

Post number

AFG 069

Location

Kabul

Contract type

Seconded or Contracted

Category

2

Job Description

The *Senior Mission Security Officer (SMSO)*, administratively belonging to Head of Head of Missions Office, shall assist the Head of Mission (HoM), who will remain responsible for the security of EUPOL AFGHANISTAN, in performing his/her duties connected to the security of the mission.

The Chief of security will be responsible for the following tasks:

- Report to the Head of Mission (HoM)
- In his/her capacity of Senior Mission Security Officer, to be responsible for the general management of all mission security aspects (such as drafting the EUPOL security plan, ensuring secure communication & information security measures, force protection, etc.), under the authority granted to the HoM and in close consultation with the Council Security Office
- Draft plans, standing operating procedures, directives and to submit them to the HoM for approval and endorsement
- Maintain the HoM updated on the situation of security in Afghanistan with regards to EUPOL
- To relate with all Afghan and international organizations, notably ISAF, in support of EUPOL security
- Undertake any other tasks required by the Head of Mission and the Deputy Head of Mission in support of the objectives of the mission

Qualifications and Experience

- Advanced University Degree, or equivalent, in Police related matters.
- National security clearance “EU secret” or equivalent
- Senior rank in a police force or equivalent in a military organisation
- Minimum of ten years of effective and extensive operational police experience, at least 5 of which at upper management level in his/her police organization
- Substantial knowledge of the functioning of the EU, in particular the CFSP and ESDP.
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organizations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Extensive international experience in the concerned functional area

- Excellent knowledge of all aspects concerning security and, in particular, the EU's Policy on the security of EU staff deployed outside the EU in an operational capacity under Title V of the TEU and its supporting document
- Fluent in written and spoken English

Additional desirable requirements

- Experience in Peacekeeping missions or in ESDP missions at upper level
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Previous international experience in the assignment

EUPOL AFGHANISTAN

Job Title

Deputy Senior Mission Security Officer

Post number

AFG 070

Location

Kabul

Contract type

Seconded or Contracted

Category

2

Job description

The Deputy Senior Mission Security Officer (DSMSO) shall deputise for the Senior Mission Security Officer during his absence. During which periods he shall assist the Head of Mission (HoM), who will remain responsible for the security of EUPOL AFGHANISTAN, in performing his/her duties connected to the security of the mission.

The Deputy Senior Mission Security Officer will be responsible for the following tasks:

- Report to the SMSO except when the SMSO is out of station when the DSMO shall report direct to the HoM
- In his/her capacity of Deputy SMSO he/she shall after informing the SMSO report to the HoM on any security concerns if in the opinion of the DSMSO the SMSO, by neglect or incompetence, is failing to meet the requirements of his/her duties and responsibilities
- The DSMSO shall assist and advise in the general management of all mission security aspects (such as drafting the EUPOL security plan, ensuring secure communication and information security measures, force protection, etc.), under the authority granted to the HoM and in close consultation with the Council Security Office
- Draft plans, standing operating procedures, directives and submit them to the SMSO for approval before seeking approval and endorsement of the HoM
- Assist the SMSO in the daily tasks and responsibilities of the Mission Security Office
- Undertake specific projects as required by the SMSO in support of the objectives of the mission
- Undertake any other tasks required

Qualifications and Experience

- University degree or equivalent
- National security clearance "EU secret" or equivalent

- Senior rank in a police force or equivalent in a military organisation, working at the management level of middle manager.
- Minimum of ten years of effective and extensive operational experience in areas of conflict and internal security situations
- Functional understanding of the EU, in particular the CCPC and CSO
- Excellent knowledge of all aspects of personal and operational security and in particular the EUs Policy on the security of EU staff deployed outside the EU in an operational capacity under Title v of the TEU and its supporting document
- Excellent interpersonal skills and ability to communicate internally and relate with multi-national and international organisations as well as international partners
- High resilience to mental pressures and ability to cope with uninformed criticism in order not to be diverted from the duties connected to the security of the mission
- Ability to be rational and logical in his/her approach to work. Must be steady under pressure and able to maintain focus on the core task
- Fluent in written and spoken English

Additional desirable requirements

- Experience in Peacekeeping missions or in ESDP missions at the upper level
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Previous international experience in the assignment
- Have previous experience of working in an armed conflict situation

EUPOL AFGHANISTAN

Job Title

Situation Room Officer

Post number

AFG 076

Location

Kabul

Contract type

Seconded

Job Description

Under the Senior Mission Security Officers (SMSO) authority the Situation Room Officer is responsible for an updated overview of EUPOL mission's deployment as a whole, both in administrative and operational terms. S/he reports to the SMSO on all aspects of the mission, bringing to his attention its emerging needs principally in the areas of Admin/Logs. S/he may be tasked with internal investigation duties by the SMSO.

The *Situation Room Officer* will be responsible for the following tasks:

- To keep updated data with respect to the overall situation of the mission (personnel, logistic, operations), through liaison with the other offices' Heads and the Senior Advisers in the regions in a horizontal plan in order to be in a position to receive and subsequently provide relevant data
- To analyse and present on the basis of the data collected the needs of the mission and its operational capability and to provide Mission Command with daily updated situation reports working in close coordination with the Head of Strategic Direction Capacity
- Assist the SMSO in the development of the Mission security plan, supporting security safety instructions and procedures
- Assess the security situation and maintain updated security and contingency plans ensuring that plans for relocation/evacuation to safe havens are current and able to be utilised at short notice
- Conduct or initiate security surveys of mission member's personal protective security requirements, transport security, residential and office security
- Conduct regular security drills, communication tests and evacuation exercises
- Provide briefings to new staff when directed on matters affecting their security and ensure that all staff are properly prepared for emergencies
- Establish liaison as directed and co-operate closely with ISAF, other international organisations and national law enforcement agencies or other authorities in the member states and third states that the mission might operate alongside
- Generate elaborate, precise and accurate reports concerning information received that impacts upon the mission, providing appropriate analyses and assessment of all pertinent information
- Produce briefings and presentations relating to their sphere of work for the benefit of the mission

- Assist in the definition and implementation of the security and safety instructions for the mission (including risk assessment/evacuation/extraction plans), analysing and assessing the threat level and maintain updated security and contingency plans for the relocation/evacuation of the Mission
- Report and assist the SMSO on the security level and state of alert for the mission staff
- Provide assistance and appropriate response to mission members in respect of security measures, ensuring that all necessary actions are provided in support of any related situation, particularly in emergency cases

Qualifications and Experience

- Preferably the status of a Police Officer or a minimum of ten years of professional experience in a military or police field, possibly in the intelligence field or International experience in a civilian/post conflict security management and/or other relevant areas of civilian crisis management operations
- Excellent interpersonal skills and able to work dynamically on own initiative in a methodical manner with a flexible approach
- Excellent analytical abilities and drafting skills
- Understanding of the political situation in Afghanistan
- Work experience in international organisations preferably in a planning capacity
- The post holder will be expected to give presentations and also to produce presentations
- The post holder will be responsible for dealing with sensitive information and so the highest standards of integrity are crucial
- Deep knowledge and understanding of staff work and experience in a military or police staff environment
- Excellent command of English
- Must maintain the highest standards of personal integrity, impartiality and self-discipline
- Exercise the highest level of personal and operational security, this includes not being allowed to provide or discuss any information or document as a result of access to classified and/or sensitive information related to the mission or respective tasks and activities, the participants shall carry out their duties and act solely in the interest of the mission

Job Requirements

- Experience of similar international Missions
- Knowledge of local languages desirable
- Experience of working in Afghanistan/post conflict environments
- Knowledge of health and safety in similar environment
- Experience and knowledge of firearms and associated issues
- National security clearance “EU secret” or equivalent

EUPOL AFGHANISTAN

Job Title

Situation Room Officer

Post number

AFG 077

Location

Kabul

Contract type

Seconded

Job Description:

Under the Senior Mission Security Officers (SMSO) authority the Situation Room Officer is responsible for an updated overview of EUPOL mission's deployment as a whole, both in administrative and operational terms. S/he reports to the SMSO on all aspects of the mission, bringing to his attention its emerging needs principally in the areas of Admin/Logs.S/he may be tasked with internal investigation duties by the SMSO.

The *Situation Room Officer* will be responsible for the following tasks:

- To keep updated data with respect to the overall situation of the mission (personnel, logistic, operations), through liaison with the other offices' Heads and the Senior Advisers in the regions in a horizontal plan in order to be in a position to receive and subsequently provide relevant data
- To analyse and present on the basis of the data collected the needs of the mission and its operational capability and to provide Mission Command with daily updated situation reports working in close coordination with the Head of Strategic Direction Capacity
- Assist the SMSO in the development of the Mission security plan, supporting security safety instructions and procedures
- Assess the security situation and maintain updated security and contingency plans ensuring that plans for relocation/evacuation to safe havens are current and able to be utilised at short notice
- Conduct or initiate security surveys of mission member's personal protective security requirements, transport security, residential and office security
- Conduct regular security drills, communication tests and evacuation exercises
- Provide briefings to new staff when directed on matters affecting their security and ensure that all staff are properly prepared for emergencies
- Establish liaison as directed and co-operate closely with ISAF, other international organisations and national law enforcement agencies or other authorities in the member states and third states that the mission might operate alongside
- Generate elaborate, precise and accurate reports concerning information received that impacts upon the mission, providing appropriate analyses and assessment of all pertinent information

- Produce briefings and presentations relating to their sphere of work for the benefit of the mission
- Assist in the definition and implementation of the security and safety instructions for the mission (including risk assessment/evacuation/extraction plans), analysing and assessing the threat level and maintain updated security and contingency plans for the relocation/evacuation of the Mission
- Report and assist the SMSO on the security level and state of alert for the mission staff
- Provide assistance and appropriate response to mission members in respect of security measures, ensuring that all necessary actions are provided in support of any related situation, particularly in emergency cases

Qualifications and Experience

- Preferably the status of a Police Officer or a minimum of ten years of professional experience in a military or police field, possibly in the intelligence field or International experience in a civilian/post conflict security management and/or other relevant areas of civilian crisis management operations
- Excellent interpersonal skills and able to work dynamically on own initiative in a methodical manner with a flexible approach
- Excellent analytical abilities and drafting skills
- Understanding of the political situation in Afghanistan
- Work experience in international organisations preferably in a planning capacity
- The post holder will be expected to give presentations and also to produce presentations
- The post holder will be responsible for dealing with sensitive information and so the highest standards of integrity are crucial
- Deep knowledge and understanding of staff work and experience in a military or police staff environment
- Excellent command of English
- Must maintain the highest standards of personal integrity, impartiality and self-discipline
- Exercise the highest level of personal and operational security, this includes not being allowed to provide or discuss any information or document as a result of access to classified and/or sensitive information related to the mission or respective tasks and activities, the participants shall carry out their duties and act solely in the interest of the mission

Job Requirements

- Experience of similar international Missions
- Knowledge of local languages desirable
- Experience of working in Afghanistan/post conflict environments
- Knowledge of health and safety in similar environment
- Experience and knowledge of firearms and associated issues
- National security clearance “EU secret” or equivalent

EUPOL AFGHANISTAN

Job Title

Deputy Head of Police Mentors

Post number

AFG 088

Location

Kabul

Contract type

Seconded

Job Description

The Deputy Head of Police Mentors will assist the Head of police Mentors in performing his/her duties by directing and coordinating the advising and mentoring component of the Mission.

The Head of Police Mentors will be responsible for the following tasks:

- Report to the Head of Mentors
- Assist the Head of Police Mentors in the overall direction of the advising and mentoring
- Support Head of Police Mentors to coordinate the advisers and mentors
- Assist the MoI and the ANP at central level in improving their planning, management and performance capabilities in the identified areas
- Deputise the Head of Mentors Component in his/her absence
- Undertake any other tasks required by the Head of Police Mentors in support of the objectives of the Mission

Qualifications and Experience

- Advanced University Degree, or equivalent, in Police related matters
- Senior rank in a police force
- Minimum of 12 years of effective and extensive operational police experience, at least 8 of which at strategic level in his/her police organization
- Substantive knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Broad international professional experience
- Professional experience in national and/or international assignments in planning and assisting crisis management missions, particularly in Afghanistan or other areas within the same geopolitical context
- Ability to manage and coordinate a diversified and multidisciplinary team of mentors and advisers
- In-depth understanding of the following areas of activity within the team: general policing, criminal investigation, border police, training, logistics, administration, legal affairs
- Professional experience of projects related to police reform
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Fluent in written and spoken English

Additional desirable Requirements

- Experience in international co-operation
- Strategic liaison with international partners
- Strategic management and/or public administration
- Peacekeeping missions or in ESDP missions at senior level in the field of Rule of Law
- Diploma on CEPOL Strategic Planning Course for EU Police Missions, CEPOL Commanders Course on Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Adviser Deputy Minister of Interior

Post number

AFG 091

Location

Kabul

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN Advisor of the Minister of Interior (MoI) shall assist the Head of Police Mentors in performing effective mentoring in favour of the MoI.

The *Adviser Deputy Minister of Interior* will be responsible for the following tasks:

- Report to the Head of Police Mentors
- To assist the mentee in improving his/her managerial capabilities and general comprehension of tasks and responsibilities related to the current function, with special reference to the responsibilities over the ANP and the Counter Narcotics Police
- Assist the mentee in enhancing his/her ability to carry out reforms and to put in place modern administrative and management systems to enable democratic policing as well as in elaborating and implementing policing strategies and best practices, including the fight against the misuse of power and the improvement of the quality of police personnel and means
- Assist the mentee in elaborating and implementing, through the Deputy MoI, an effective coordination amongst the different departments of the ANP, including the mainstreaming of the Counter Narcotics Police within the ANP
- To assist the mentee in implementing an effective coordination between the ANP/ Counter Narcotics Police and the judicial system
- To assist the mentee in elaborating fair and impartial human resources policies for recruitment, training, specialisation, promotion and discipline
- Support the HoM in the decision making process by drafting and submitting, through the Head of Police Mentors, the relevant proposals for a coherent mentoring strategy in favour of the MoI
- Liaise closely with the Mentor Minister of Interior in order to implement a joint coherent mentoring strategy
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Head of Police Mentors in support of the objectives of the mission

Qualifications and Experience

- Advanced University Degree or equivalent in police related matters.
- Senior rank in a police force or senior civil servant/senior civil servant expert
- If a senior rank in a police force, minimum of 12 years of effective and extensive operational police experience, at least eight of which at strategic level in his/her police organization

- If senior civil servant/senior civil servant expert, consolidated expertise in institutional reform
- Substantive knowledge of the functioning of the EU in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress resistant
- Broad international professional experience
- Professional experience in national and/or international assignments in planning and assisting crisis management missions, particularly in Afghanistan or other areas within the same geopolitical context
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Fluent spoken and written English

Additional desirable requirements

- Experience international cooperation
- Strategic liaison with international partners
- Strategic management and/or public administration
- Peacekeeping missions or in ESDP missions at senior level
- The field of Rule of Law
- Diploma on CEPOL Strategic Planning Course for EU Police Missions, CEPOL Commanders Course on Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Mentor Uniformed Police Department (MoI)

Post number

AFG 092

Location

Kabul

Contract type

Seconded

Job Description

The *Mentor Uniformed Police Department* shall assist the Head of Police Mentors Component in performing effective mentoring in favour of the Uniformed Police Department of high ranking Officers.

The Mentor Uniformed Police Department will be responsible for the following tasks:

- Report to the Head of Police Mentors
- To assist the mentees in improving their managerial capabilities and general comprehension of tasks and responsibilities related to the current function, including the full respect of the chain of command
- Assist the mentees in enhancing their comprehension of democratic policing as well as in elaborating and implementing policing strategies and best practices
- To assist the mentees in implementing an effective coordination with the other departments of the ANP as well as an effective coordination with the judicial system
- Assist the mentees in establishing the concept of a community policing model serving the people, in fighting the misuse of power and in improving the quality of police personnel and means, also with the aim of leading to a higher public perception of the Police
- Support the HoM in the decision making process by drafting and submitting, through the Head of Police Mentors, the relevant proposals for a coherent mentoring strategy in favour of the Uniformed Police
- Liaise closely with the Mentor of the Deputy MoI in order to implement a joint coherent mentoring strategy
- Undertake any other tasks required by the Head of Mission, Deputy Head of Mission/Police and the Head of Police Mentors in support of the objectives of the Mission

Qualifications and Experience

- Advanced University Degree, or equivalent, in Police related matters
- Senior rank in a police force
- Minimum of 8 years of effective and extensive operational police experience, at least 5 years of which at strategic level in his/her police organization
- Substantive knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Broad international professional experience

- Professional experience in national and/or international assignments in planning and assisting crisis management missions, particularly in Afghanistan or other areas within the same geopolitical context
- Professional experience of projects related to police reform
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Fluent in written and spoken English

Additional Requirements

- Experience in international co-operation
- Strategic liaison with international partners
- Strategic management and/or public administration
- Peacekeeping missions or in ESDP missions at senior level in the field of Rule of Law
- Diploma on CEPOL Strategic Planning Course for EU Police Missions, CEPOL Commanders Course on Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Mentor Criminal Investigation Department (MoI)

Post number

AFG 093

Location

Kabul

Contract type

Seconded

Job Description

The *Mentor Criminal Investigation Department (MoI)* shall assist the Head of Police Mentors in performing effective mentoring in favour of CID high ranking Officers and will be responsible for the following tasks:

- Report to the Head of Police Mentors
 - To assist the mentees in improving their managerial capabilities and general comprehension of tasks and responsibilities related to the current function, including the full respect of the chain of command.
 - Assist the mentees in enhancing their comprehension of democratic policing as well as in elaborating and implementing strategies and best practices to prevent and fight criminality, including the establishment of a possible database about criminal offenders and criminal acts in order to create statistics as working base for strategic planning or daily police work.
 - To assist the mentees in implementing an effective coordination with the other departments of the ANP as well as an effective coordination with the Judicial system, notably the investigative prosecutors.
 - Assist the CID in developing a national strategy for criminal investigations which includes organized crime.
 - To assist the CID in developing necessary minimum forensic capabilities, using the Regional Commands as a hub.
 - Monitor Criminal Investigation Police compliance with Afghanistan's obligations under the international human rights law as well as the ANP working within the framework of the rule of law.
 - Support the HoM in the decision making process by drafting and submitting, through the Head of Police Mentors, the relevant proposals for a coherent mentoring strategy in favour of the Criminal Investigation Police.
 - Liaise closely with the Mentor of the DMoI in order to implement a joint coherent mentoring strategy.
-
- Undertake any other tasks required by the Head of Mission, Deputy Head of Mission/Police and the Head of Police Mentors in support of the objectives of the Mission

Qualifications and Experience

- Advanced University Degree, or equivalent, in Police related matters.
- Senior rank in a police force
- Minimum of 12 years of effective and extensive operational police experience, at least 8 of which at strategic level in his/her police organization.
- Substantive knowledge of the functioning of the EU, in particular the CFSP and ESDP.

- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners.
- Highly resilient under physical and mental pressure and stress-resistant.
- Broad international professional experience.
- Professional experience in national and/or international assignments in planning and assisting crisis management missions, particularly in Afghanistan or other areas within the same geopolitical context.
- Professional experience of projects related to police reform.
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region.
- Excellent knowledge and expertise in criminal investigations.

Additional desirable requirements

Experience in

- International co-operation.
- Strategic liaison with international partners.
- Strategic management and/or public administration.
- Peacekeeping missions or in ESDP missions at senior level.
- The field of Rule of Law.

Diploma on CEPOL Strategic Planning Course for EU Police Missions, CEPOL Commanders Course on Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course.

EUPOL AFGHANISTAN

Job Title

Mentor Logistics Department (MoI)

Post number

AFG 097

Location

Kabul

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN *Mentor of the Logistics Department* shall assist the Head of Police Mentors in performing effective mentoring in favour of the Logistics Department high ranking Officers.

The Mentor Logistics Department (MoI) will be responsible for the following tasks:

- To report to the Head of Police Mentors
- Assist the mentees in improving their managerial capabilities and general comprehension of tasks and responsibilities related to the current function, including the full respect of the chain of command.
- To assist the MoI and the ANP at central level in identifying the weaknesses and the areas for improvement and leading them to adjustment/development of national logistical policies and procedures as well to the improvement of the quality of logistical means.
- Support the HoM in the decision making process by drafting and submitting, through the Head of Mentors, the relevant proposals for a coherent mentoring strategy in favour of the Logistical Department.
- Liaise closely with the Mentor of the DMOI in order to implement a joint coherent mentoring strategy.
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Head of Police Mentors in support of the objectives of the Mission

Qualifications and Experience

- Advanced University Degree, or equivalent, in Police related matters.
- Senior rank in a police force
- Minimum of 12 years of effective and extensive operational police experience, at least 8 of which at strategic level in his/her police organization.
- Substantive knowledge of the functioning of the EU, in particular the CFSP and ESDP.
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners.
- Highly resilient under physical and mental pressure and stress-resistant.
- Broad international professional experience.
- Professional experience in national and/or international assignments in planning and assisting crisis management missions, particularly in Afghanistan or other areas within the same geopolitical context.
- Excellent knowledge and expertise in logistics.

Additional desirable requirements

Experience in

- International co-operation.
- Strategic liaison with international partners.
- Strategic management and/or public administration.
- Peacekeeping missions or in ESDP missions at senior level.

EUPOL AFGHANISTAN

Job Title

Mentor Ministry of Interior (MoI)

Post number

AFG 110

Location

Kabul

Contract type

Seconded

Job Description

The **Mentor Ministry of Interior (MoI)** shall assist the Head of Police Mentors in performing effective mentoring in favour of the MoI.

The Mentor Ministry of Interior (MoI) will be responsible for the following tasks:

- Report to the Head of Police Mentors
- To assist the mentee in improving his/her managerial capabilities and general comprehension of tasks and responsibilities related to the current function, with special reference to the responsibilities over the ANP and the Counter Narcotics Police
- Assist the mentee in enhancing his/her ability to carry out reforms and to put in place modern administrative and management systems to enable democratic policing as well as in elaborating and implementing policing strategies and best practices, including the fight against the misuse of power and the improvement of the quality of police personnel and means
- Assist the mentee in elaborating and implementing, through the Deputy MoI, an effective coordination amongst the different departments of the ANP, including the mainstreaming of the Counter Narcotics Police within the ANP
- To assist the mentee in implementing an effective coordination between the ANP/ Counter Narcotics Police and the judicial system
- To assist the mentee in elaborating fair and impartial human resources policies for recruitment, training, specialisation, promotion and discipline
- Support the HoM in the decision making process by drafting and submitting, through the report to the Head of Police Mentors, the relevant proposals for a coherent mentoring strategy in favour of the MoI
- Liaise closely with the Mentor of the Deputy MoI in order to implement a joint coherent mentoring strategy
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Head of Police Mentors in support of the objectives of the Mission

Qualifications and Experience

- University Degree, or equivalent, in police related matters and with at least 8 years of effective police experience

- Senior rank in a police force
- Substantive knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Broad international professional experience
- Professional experience in national and/or international assignments in planning and assisting crisis management missions, particularly in Afghanistan or other areas within the same geopolitical context
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Fluent in written and spoken English

Additional Requirements

- Experience in international co-operation
- Strategic liaison with international partners
- Strategic management and/or public administration
- Peacekeeping missions or in ESDP missions at senior level in the field of Rule of Law
- Diploma on CEPOL Strategic Planning Course for EU Police Missions, CEPOL Commanders Course on Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Mentor Ministry of Interior (MoI)

Post number

AFG 111

Location

Kabul

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN Mentor of Ministry of Interior Department shall assist the Head of Police Mentors in performing effective mentoring in favour of the Officers of Counter Terrorism Department.

The Mentor Ministry of Interior (MoI) will be responsible for the following tasks:

- Report to the Head of Police Mentors
- To assist the mentees in improving their managerial capabilities and general comprehension of tasks and responsibilities related to the current function, including the full respect of the chain of command
- Assist the mentees in enhancing their comprehension of democratic policing as well as in elaborating and implementing strategies and best practices to prevent and fight terrorism, including the establishment of a possible database about terrorists and terrorist acts in order to create statistics as working base for strategic planning or daily police work
- To assist the mentees in implementing an effective coordination with the other departments of the ANP as well as an effective coordination with the judicial system, notably the investigative prosecutors
- Advise, monitor and mentor the Counter-Terrorism Department in elaborating strategies and best practices for the purpose of the fight of terrorism which and enhancing their standards in the area concerned, including the operational capacity to effectively collect and analyse information and to prevent and investigate terrorist acts operating in closely with the prosecution and judicial system
- Monitor Counter-Terrorism Department's compliance with Afghanistan's obligations under the international human rights law as well as the it's working within the framework of the rule of law
- Support the HoM in the decision making process by drafting and submitting, through the Head of Head of Police Mentors, the relevant proposals for a coherent mentoring strategy in favour of the Criminal Investigation Police
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Head of Police Mentors in support of the objectives of the Mission

Qualifications and Experience

- University Degree, Police Academy Degree
- Senior rank in a police force
- Minimum of 8 years of effective and extensive operational police experience, at least 5 years of which at strategic level in his/her police organization
- Substantive knowledge of the functioning of the EU, in particular the CFSP and ESDP.
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and

- international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Broad international professional experience
- Professional experience in national and/or international assignments in planning and assisting crisis management missions, particularly in Afghanistan or other areas within the same geopolitical context
- Professional experience of projects related to police reform
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Excellent knowledge and expertise in criminal investigations
- Fluent in written and spoken English

Additional Requirements

- Experience in international cooperation and in strategic liaison with international partners
- Strategic management and/or public administration
- Peacekeeping missions or in ESDP missions at senior level in the field of Rule of Law
- Diploma on CEPOL Strategic Planning Course for EU Police Missions, CEPOL Commanders Course on Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Mentor Ministry of Interior (MoI)

Post number

AFG 119

Location

Kabul

Contract type

Seconded

Job Description

The **Mentor Ministry of Interior (MoI)** shall assist the Head of Police Mentors in performing effective mentoring in favour of the MoI.

The Mentor Ministry of Interior (MoI) will be responsible for the following tasks:

- Report to the Head of Police Mentors
- To assist the mentee in improving his/her managerial capabilities and general comprehension of tasks and responsibilities related to the current function, with special reference to the responsibilities over the ANP and the Counter Narcotics Police
- Assist the mentee in enhancing his/her ability to carry out reforms and to put in place modern administrative and management systems to enable democratic policing as well as in elaborating and implementing policing strategies and best practices, including the fight against the misuse of power and the improvement of the quality of police personnel and means
- Assist the mentee in elaborating and implementing, through the Deputy MoI, an effective coordination amongst the different departments of the ANP, including the mainstreaming of the Counter Narcotics Police within the ANP
- To assist the mentee in implementing an effective coordination between the ANP/ Counter Narcotics Police and the judicial system
- To assist the mentee in elaborating fair and impartial human resources policies for recruitment, training, specialisation, promotion and discipline
- Support the HoM in the decision making process by drafting and submitting, through the report to the Head of Police Mentors, the relevant proposals for a coherent mentoring strategy in favour of the MoI
- Liaise closely with the Mentor of the Deputy MoI in order to implement a joint coherent mentoring strategy
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Head of Police Mentors in support of the objectives of the Mission

Qualifications and Experience

- University Degree, or equivalent, in police related matters and with at least 8 years of effective police experience
- Senior rank in a police force

- Substantive knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Broad international professional experience
- Professional experience in national and/or international assignments in planning and assisting crisis management missions, particularly in Afghanistan or other areas within the same geopolitical context
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Fluent in written and spoken English

Specific Requirements

- Extensive emergency centre work experience
- Good project management skills
- Training experience
- Flexibility and adaptability
- Previous mission experience highly desirable

Additional Requirements

- Experience in international co-operation
- Strategic liaison with international partners
- Strategic management and/or public administration
- Peacekeeping missions or in ESDP missions at senior level in the field of Rule of Law
- Diploma on CEPOL Strategic Planning Course for EU Police Missions, CEPOL Commanders Course on Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Chief Border Police Mentor / Adviser

Post number

AFG 120

Location

Kabul

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN *Chief Border police Mentor/Adviser* shall lead the Border Police Mentors/Advisors in performing effective mentoring and assist the Head of Police Mentors in all aspects connected to the mentioned area of specialization.

The Chief Border police Mentor /Adviser will be responsible for the following tasks:

- Report to the Head of Police Mentors and to respond functionally to the Mentor of Border Police Department
- To assist the mentees in improving their managerial capabilities and general comprehension of tasks and responsibilities related to the current function, including the full respect of the chain of command
- Assist the mentees in enhancing their comprehension of democratic policing as well as in elaborating and implementing policing strategies and best practices
- To assist the mentees in implementing an effective coordination with the other departments of the ANP as well as an effective coordination with the judicial system
- Advise, monitor and mentor the HQBP on the implementation of an effective border management system within the framework of the strategy developed centrally and enhancing their standards in the area concerned
- Support the HoM in the decision making process by drafting and submitting, through the Head of Mentors and in close coordination with the Mentor of the Border Police Department, the relevant proposals for a coherent mentoring strategy in favour of the Border Police
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Head of Police Mentors in support of the objectives of the Mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior rank in a police force
- Minimum of 12 years of effective and extensive operational police experience, at least 8 of which at strategic level in his/her police organization.
- Substantive knowledge of the functioning of the EU, in particular the CFSP and ESDP.
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners.
- Highly resilient under physical and mental pressure and stress-resistant.
- Broad international professional experience.

- Professional experience in national and/or international assignments in planning and assisting crisis management missions, particularly in Afghanistan or other areas within the same geopolitical context.
- Professional experience of projects related to police reform.
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region.
- Excellent knowledge and expertise in border policing.

Additional desirable requirements

- International co-operation
- Strategic liaison with international partners
- Strategic management and/or public administration
- Peacekeeping missions or in ESDP missions at senior level
- The field of Rule of Law
- Diploma on CEPOL Strategic Planning Course for EU Police Missions
- CEPOL Commanders Course on Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Border Police Mentor/Adviser

Post number

AFG 122

Location

Kabul

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN Mentors of the Headquarters of Border Police (HQBP) shall assist the Chief Border Police Mentor/Adviser and the Head of Police Mentors in performing effective mentoring in favour of the HQBP Officers.

The Border Police Mentor/Adviser will be responsible for the following tasks:

- Report to Chief Border Police Mentor/Adviser and to respond functionally to the Mentor of Border Police Department
- To assist the mentees in improving their managerial capabilities and general comprehension of tasks and responsibilities related to the current function, including the full respect of the chain of command
- Assist the mentees in enhancing their comprehension of democratic policing as well as in elaborating and implementing policing strategies and best practices
- To assist the mentees in implementing an effective coordination with the other departments of the ANP as well as an effective coordination with the Judicial system
- Advise, monitor and mentor the HQBP on the implementation of an effective border management system within the framework of the strategy developed centrally and enhancing their standards in the area concerned
- Support the HoM in the decision making process by drafting and submitting, through the Head of Police Mentors and in close coordination with the Mentor of the Border Police Department, the relevant proposals for a coherent mentoring strategy in favour of the Border Police
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Head of Police Mentors in support of the objectives of the Mission

Qualifications and Experience

- University Degree, Police Academy Degree
- Senior rank in a police force
- Minimum of 8 years of effective and extensive operational police experience, at least 5 years of which at strategic level in his/her police organization

- Substantive knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Broad international professional experience
- Professional experience in national and/or international assignments in planning and assisting crisis management missions, particularly in Afghanistan or other areas within the same geopolitical context
- Professional experience of projects related to police reform.
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Excellent knowledge and expertise in border policing
- Fluent in written and spoken English

Additional Requirements

- Experience in international cooperation
- Strategic liaison with international partners
- Strategic management and/or public administration
- Peacekeeping missions or in ESDP missions at senior level in the field of Rule of law
- Diploma on CEPOL Strategic Planning Course for EU Police Missions, CEPOL Commanders Course on Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Border Police Mentor/Adviser

Post number

AFG 126

Location

Kabul

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN Mentors of the Headquarters of Border Police (HQBP) shall assist the Chief Border Police Mentor/Adviser and the Head of Police Mentors in performing effective mentoring in favour of the HQBP Officers.

The Border Police Mentor/Adviser will be responsible for the following tasks:

- Report to Chief Border Police Mentor/Adviser and to respond functionally to the Mentor of Border Police Department
- To assist the mentees in improving their managerial capabilities and general comprehension of tasks and responsibilities related to the current function, including the full respect of the chain of command
- Assist the mentees in enhancing their comprehension of democratic policing as well as in elaborating and implementing policing strategies and best practices
- To assist the mentees in implementing an effective coordination with the other departments of the ANP as well as an effective coordination with the Judicial system
- Advise, monitor and mentor the HQBP on the implementation of an effective border management system within the framework of the strategy developed centrally and enhancing their standards in the area concerned
- Support the HoM in the decision making process by drafting and submitting, through the Head of Police Mentors and in close coordination with the Mentor of the Border Police Department, the relevant proposals for a coherent mentoring strategy in favour of the Border Police
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Head of Police Mentors in support of the objectives of the Mission

Qualifications and Experience

- University Degree, Police Academy Degree
- Senior rank in a police force
- Minimum of 8 years of effective and extensive operational police experience, at least 5 years of which at strategic level in his/her police organization
- Substantive knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Broad international professional experience

- Professional experience in national and/or international assignments in planning and assisting crisis management missions, particularly in Afghanistan or other areas within the same geopolitical context
- Professional experience of projects related to police reform.
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Excellent knowledge and expertise in border policing
- Fluent in written and spoken English

Additional Requirements

- Experience in international cooperation
- Strategic liaison with international partners
- Strategic management and/or public administration
- Peacekeeping missions or in ESDP missions at senior level in the field of Rule of law
- Diploma on CEPOL Strategic Planning Course for EU Police Missions, CEPOL Commanders Course on Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Border Police Mentor/Adviser

Post number

AFG 127

Location

Kabul

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN Mentors of the Headquarters of Border Police (HQBP) shall assist the Chief Border Police Mentor/Adviser and the Head of Police Mentors in performing effective mentoring in favour of the HQBP Officers.

The Border Police Mentor/Adviser will be responsible for the following tasks:

- Report to Chief Border Police Mentor/Adviser and to respond functionally to the Mentor of Border Police Department
- To assist the mentees in improving their managerial capabilities and general comprehension of tasks and responsibilities related to the current function, including the full respect of the chain of command
- Assist the mentees in enhancing their comprehension of democratic policing as well as in elaborating and implementing policing strategies and best practices
- To assist the mentees in implementing an effective coordination with the other departments of the ANP as well as an effective coordination with the Judicial system
- Advise, monitor and mentor the HQBP on the implementation of an effective border management system within the framework of the strategy developed centrally and enhancing their standards in the area concerned
- Support the HoM in the decision making process by drafting and submitting, through the Head of Police Mentors and in close coordination with the Mentor of the Border Police Department, the relevant proposals for a coherent mentoring strategy in favour of the Border Police
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Head of Police Mentors in support of the objectives of the Mission

Qualifications and Experience

- University Degree, Police Academy Degree
- Senior rank in a police force
- Minimum of 8 years of effective and extensive operational police experience, at least 5 years of which at strategic level in his/her police organization
- Substantive knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Broad international professional experience

- Professional experience in national and/or international assignments in planning and assisting crisis management missions, particularly in Afghanistan or other areas within the same geopolitical context
- Professional experience of projects related to police reform.
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Excellent knowledge and expertise in border policing
- Fluent in written and spoken English

Additional Requirements

- Experience in international cooperation
- Strategic liaison with international partners
- Strategic management and/or public administration
- Peacekeeping missions or in ESDP missions at senior level in the field of Rule of law
- Diploma on CEPOL Strategic Planning Course for EU Police Missions, CEPOL Commanders Course on Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Border Police Mentor/Adviser

Post number

AFG 128

Location

Kabul

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN Mentors of the Headquarters of Border Police (HQBP) shall assist the Chief Border Police Mentor/Adviser and the Head of Police Mentors in performing effective mentoring in favour of the HQBP Officers.

The Border Police Mentor/Adviser will be responsible for the following tasks:

- Report to Chief Border Police Mentor/Adviser and to respond functionally to the Mentor of Border Police Department
- To assist the mentees in improving their managerial capabilities and general comprehension of tasks and responsibilities related to the current function, including the full respect of the chain of command
- Assist the mentees in enhancing their comprehension of democratic policing as well as in elaborating and implementing policing strategies and best practices
- To assist the mentees in implementing an effective coordination with the other departments of the ANP as well as an effective coordination with the Judicial system
- Advise, monitor and mentor the HQBP on the implementation of an effective border management system within the framework of the strategy developed centrally and enhancing their standards in the area concerned
- Support the HoM in the decision making process by drafting and submitting, through the Head of Police Mentors and in close coordination with the Mentor of the Border Police Department, the relevant proposals for a coherent mentoring strategy in favour of the Border Police
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Head of Police Mentors in support of the objectives of the Mission

Qualifications and Experience

- University Degree, Police Academy Degree
- Senior rank in a police force
- Minimum of 8 years of effective and extensive operational police experience, at least 5 years of which at strategic level in his/her police organization
- Substantive knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant

- Broad international professional experience
- Professional experience in national and/or international assignments in planning and assisting crisis management missions, particularly in Afghanistan or other areas within the same geopolitical context
- Professional experience of projects related to police reform.
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Excellent knowledge and expertise in border policing
- Fluent in written and spoken English

Additional Requirements

- Experience in international cooperation
- Strategic liaison with international partners
- Strategic management and/or public administration
- Peacekeeping missions or in ESDP missions at senior level in the field of Rule of law
- Diploma on CEPOL Strategic Planning Course for EU Police Missions, CEPOL Commanders Course on Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Border Police Mentor/Adviser

Post number

AFG 129

Location

Kabul

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN Mentors of the Headquarters of Border Police (HQBP) shall assist the Chief Border Police Mentor/Adviser and the Head of Police Mentors in performing effective mentoring in favour of the HQBP Officers.

The Border Police Mentor/Adviser will be responsible for the following tasks:

- Report to Chief Border Police Mentor/Adviser and to respond functionally to the Mentor of Border Police Department
- To assist the mentees in improving their managerial capabilities and general comprehension of tasks and responsibilities related to the current function, including the full respect of the chain of command
- Assist the mentees in enhancing their comprehension of democratic policing as well as in elaborating and implementing policing strategies and best practices
- To assist the mentees in implementing an effective coordination with the other departments of the ANP as well as an effective coordination with the Judicial system
- Advise, monitor and mentor the HQBP on the implementation of an effective border management system within the framework of the strategy developed centrally and enhancing their standards in the area concerned
- Support the HoM in the decision making process by drafting and submitting, through the Head of Police Mentors and in close coordination with the Mentor of the Border Police Department, the relevant proposals for a coherent mentoring strategy in favour of the Border Police
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Head of Police Mentors in support of the objectives of the Mission

Qualifications and Experience

- University Degree, Police Academy Degree
- Senior rank in a police force
- Minimum of 8 years of effective and extensive operational police experience, at least 5 years of which at strategic level in his/her police organization
- Substantive knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant

- Broad international professional experience
- Professional experience in national and/or international assignments in planning and assisting crisis management missions, particularly in Afghanistan or other areas within the same geopolitical context
- Professional experience of projects related to police reform.
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Excellent knowledge and expertise in border policing
- Fluent in written and spoken English

Additional Requirements

- Experience in international cooperation
- Strategic liaison with international partners
- Strategic management and/or public administration
- Peacekeeping missions or in ESDP missions at senior level in the field of Rule of law
- Diploma on CEPOL Strategic Planning Course for EU Police Missions, CEPOL Commanders Course on Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Border Police Mentor/Adviser

Post number

AFG 130

Location

Kabul

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN Mentors of the Headquarters of Border Police (HQBP) shall assist the Chief Border Police Mentor/Adviser and the Head of Police Mentors in performing effective mentoring in favour of the HQBP Officers.

The Border Police Mentor/Adviser will be responsible for the following tasks:

- Report to Chief Border Police Mentor/Adviser and to respond functionally to the Mentor of Border Police Department
- To assist the mentees in improving their managerial capabilities and general comprehension of tasks and responsibilities related to the current function, including the full respect of the chain of command
- Assist the mentees in enhancing their comprehension of democratic policing as well as in elaborating and implementing policing strategies and best practices
- To assist the mentees in implementing an effective coordination with the other departments of the ANP as well as an effective coordination with the Judicial system
- Advise, monitor and mentor the HQBP on the implementation of an effective border management system within the framework of the strategy developed centrally and enhancing their standards in the area concerned
- Support the HoM in the decision making process by drafting and submitting, through the Head of Police Mentors and in close coordination with the Mentor of the Border Police Department, the relevant proposals for a coherent mentoring strategy in favour of the Border Police
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Head of Police Mentors in support of the objectives of the Mission

Qualifications and Experience

- University Degree, Police Academy Degree
- Senior rank in a police force
- Minimum of 8 years of effective and extensive operational police experience, at least 5 years of which at strategic level in his/her police organization
- Substantive knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Broad international professional experience

- Professional experience in national and/or international assignments in planning and assisting crisis management missions, particularly in Afghanistan or other areas within the same geopolitical context
- Professional experience of projects related to police reform.
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Excellent knowledge and expertise in border policing
- Fluent in written and spoken English

Additional Requirements

- Experience in international cooperation
- Strategic liaison with international partners
- Strategic management and/or public administration
- Peacekeeping missions or in ESDP missions at senior level in the field of Rule of law
- Diploma on CEPOL Strategic Planning Course for EU Police Missions, CEPOL Commanders Course on Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Border Police Mentor/Adviser

Post number

AFG 131

Location

Kabul

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN Mentors of the Headquarters of Border Police (HQBP) shall assist the Chief Border Police Mentor/Adviser and the Head of Police Mentors in performing effective mentoring in favour of the HQBP Officers.

The Border Police Mentor/Adviser will be responsible for the following tasks:

- Report to Chief Border Police Mentor/Adviser and to respond functionally to the Mentor of Border Police Department
- To assist the mentees in improving their managerial capabilities and general comprehension of tasks and responsibilities related to the current function, including the full respect of the chain of command
- Assist the mentees in enhancing their comprehension of democratic policing as well as in elaborating and implementing policing strategies and best practices
- To assist the mentees in implementing an effective coordination with the other departments of the ANP as well as an effective coordination with the Judicial system
- Advise, monitor and mentor the HQBP on the implementation of an effective border management system within the framework of the strategy developed centrally and enhancing their standards in the area concerned
- Support the HoM in the decision making process by drafting and submitting, through the Head of Police Mentors and in close coordination with the Mentor of the Border Police Department, the relevant proposals for a coherent mentoring strategy in favour of the Border Police
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Head of Police Mentors in support of the objectives of the Mission

Qualifications and Experience

- University Degree, Police Academy Degree
- Senior rank in a police force
- Minimum of 8 years of effective and extensive operational police experience, at least 5 years of which at strategic level in his/her police organization
- Substantive knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant

- Broad international professional experience
- Professional experience in national and/or international assignments in planning and assisting crisis management missions, particularly in Afghanistan or other areas within the same geopolitical context
- Professional experience of projects related to police reform.
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Excellent knowledge and expertise in border policing
- Fluent in written and spoken English

Additional Requirements

- Experience in international cooperation
- Strategic liaison with international partners
- Strategic management and/or public administration
- Peacekeeping missions or in ESDP missions at senior level in the field of Rule of law
- Diploma on CEPOL Strategic Planning Course for EU Police Missions, CEPOL Commanders Course on Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Chief of CID Mentor/Adviser

Post number

AFG 133

Location

Kabul

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN *Chief Criminal investigation department (CID) Mentor/ Adviser* shall lead the CID Mentors/Advisors in performing effective mentoring and assist the Head of Police Mentors in all aspects connected to the mentioned area of specialization.

The Chief CID Mentor/ Adviser will be responsible for the following tasks:

- Report to the Head of Police Mentors
- To support and coordinate the CID advisers in all aspects related to the performance of advising, mentoring and monitoring activities in the area of criminal investigations, with reference to the concerned ANP Regional or Provincial Command.
- Advise, monitor and mentor the ANP on the implementation of the national strategy for criminal investigation and enhancing their standards in the area concerned, including the operational capacity to effectively collect and analyse information and to prevent and investigate crimes operating in closely with the prosecution and judicial system.
- Strengthen the capabilities of the members of the CID at regional and provincial level up to the minimum skills to initiate and conduct a lawful and effective investigation process.
- Monitor, in the relevant area, the ANP compliance with Afghanistan's obligations under the international human rights law as well as the ANP working within the framework of the rule of law.
- Maintain continuous liaison with the other CID advisers deployed within the same ANP Regional Command area of responsibility.
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Head of Police Mentors in support of the objectives of the Mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior rank in a police force
- Minimum of 12 years of effective and extensive operational police experience, at least 8 of which at strategic level in his/her police organization.
- Substantive knowledge of the functioning of the EU, in particular the CFSP and ESDP.
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners.

- Highly resilient under physical and mental pressure and stress-resistant.
- Broad international professional experience.
- Professional experience in national and/or international assignments in planning and assisting crisis management missions, particularly in Afghanistan or other areas within the same geopolitical context.
- Professional experience of projects related to police reform.
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region.
- Excellent knowledge and expertise in Criminal Investigation.

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region.
- Adequate working knowledge of the Afghan criminal law as well as the Justice system.
- Expertise in forensic science.

EUPOL AFGHANISTAN

Job Title

CID Mentor/Adviser

Post number

AFG 140

Location

Kabul

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN Criminal Investigation Department (CID) Mentor/Adviser shall assist the Chief CID Mentor/Adviser and the Head of Police Mentors in all aspects connected to the mentioned area of specialization.

The *CID Mentor/Adviser* will be responsible for the following tasks:

- Report to the Chief CID Mentor/Adviser
- To support the Chief CID Mentor/Adviser in all aspects related to the performance of advising, mentoring and monitoring activities in the area of criminal investigations, with reference to the concerned ANP Regional or Provincial Command
- Advise, monitor and mentor the ANP on the implementation of the national strategy for criminal investigation and enhancing their standards in the area concerned, including the operational capacity to effectively collect and analyse information and to prevent and investigate crimes operating in closely with the prosecution and judicial system
- Strengthen the capabilities of the members of the CID at regional and provincial level up to the minimum skills to initiate and conduct a lawful and effective investigation process
- Monitor, in the relevant area, the ANP compliance with Afghanistan's obligations under the international human rights law as well as the ANP working within the framework of the rule of law
- Maintain continuous liaison with the other CID Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and Head of Police Mentors in support of the objectives of the mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress resistant

- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in criminal investigations
- Adequate knowledge of the international law concerning human rights
- Fluent in spoken and written English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Adequate working knowledge of the Afghan criminal law as well as the justice system.
- Expertise in forensic science

EUPOL AFGHANISTAN

Job Title

CID Mentor/Adviser

Post number

AFG 142

Location

Kabul

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN Criminal Investigation Department (CID) Mentor/Adviser shall assist the Chief CID Mentor/Adviser and the Head of Police Mentors in all aspects connected to the mentioned area of specialization.

The *CID Mentor/Adviser* will be responsible for the following tasks:

- Report to the Chief CID Mentor/Adviser
- To support the Chief CID Mentor/Adviser in all aspects related to the performance of advising, mentoring and monitoring activities in the area of criminal investigations, with reference to the concerned ANP Regional or Provincial Command
- Advise, monitor and mentor the ANP on the implementation of the national strategy for criminal investigation and enhancing their standards in the area concerned, including the operational capacity to effectively collect and analyse information and to prevent and investigate crimes operating in closely with the prosecution and judicial system
- Strengthen the capabilities of the members of the CID at regional and provincial level up to the minimum skills to initiate and conduct a lawful and effective investigation process
- Monitor, in the relevant area, the ANP compliance with Afghanistan's obligations under the international human rights law as well as the ANP working within the framework of the rule of law
- Maintain continuous liaison with the other CID Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and Head of Police Mentors in support of the objectives of the mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress resistant

- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in criminal investigations
- Adequate knowledge of the international law concerning human rights
- Fluent in spoken and written English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Adequate working knowledge of the Afghan criminal law as well as the justice system.
- Expertise in forensic science

EUPOL AFGHANISTAN

Job Title

CID Mentor/Adviser

Post number

AFG 143

Location

Kabul

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN Criminal Investigation Department (CID) Mentor/Adviser shall assist the Chief CID Mentor/Adviser and the Head of Police Mentors in all aspects connected to the mentioned area of specialization.

The *CID Mentor/Adviser* will be responsible for the following tasks:

- Report to the Chief CID Mentor/Adviser
- To support the Chief CID Mentor/Adviser in all aspects related to the performance of advising, mentoring and monitoring activities in the area of criminal investigations, with reference to the concerned ANP Regional or Provincial Command
- Advise, monitor and mentor the ANP on the implementation of the national strategy for criminal investigation and enhancing their standards in the area concerned, including the operational capacity to effectively collect and analyse information and to prevent and investigate crimes operating in closely with the prosecution and judicial system
- Strengthen the capabilities of the members of the CID at regional and provincial level up to the minimum skills to initiate and conduct a lawful and effective investigation process
- Monitor, in the relevant area, the ANP compliance with Afghanistan's obligations under the international human rights law as well as the ANP working within the framework of the rule of law
- Maintain continuous liaison with the other CID Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and Head of Police Mentors in support of the objectives of the mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within

- the same geopolitical context
- Substantive expertise in criminal investigations
 - Adequate knowledge of the international law concerning human rights
 - Fluent in spoken and written English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Adequate working knowledge of the Afghan criminal law as well as the justice system.
- Expertise in forensic science

EUPOL AFGHANISTAN

Job Title

CID Mentor/Adviser

Post number

AFG 146

Location

Kabul

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN Criminal Investigation Department (CID) Mentor/Adviser shall assist the Chief CID Mentor/Adviser and the Head of Police Mentors in all aspects connected to the mentioned area of specialization.

The *CID Mentor/Adviser* will be responsible for the following tasks:

- Report to the Chief CID Mentor/Adviser
- To support the Chief CID Mentor/Adviser in all aspects related to the performance of advising, mentoring and monitoring activities in the area of criminal investigations, with reference to the concerned ANP Regional or Provincial Command
- Advice in improving Forensic managerial capabilities and general comprehension of Forensic tasks and responsibilities.
- In cooperation with international partners support the MoI/ANP in the development and comprehension of Forensic policing competencies and systems.
- Participate in meetings and working groups with Afghan and international partner agencies involved in the reconstruction process of the MoI/ANP to support a coordinated approach to Forensic issues.
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, and Head of Police Mentors in support of the objectives of the mission

Qualifications and Experience

- Relevant qualifications in either Crime Scene Forensic Investigation or a University Degree and significant experience in Forensic Investigative techniques in the Field.
- Forensic Expert with at least 8 years of effective field experience, 3 of which at middle or senior management level.
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners.
- Highly resilient under physical and mental pressure and stress-resistant.
- Ideally but not essential experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context.
- A good understanding of the following areas of activity: effective organizational structures, general forensics, forensics in criminal investigation, forensic training.

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region.
- Professional experience of projects related to developing forensic strategy at organisational level.
- Diploma on CEPOL Commanders Course, Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course.

EUPOL AFGHANISTAN

Job Title

CID Mentor/Adviser

Post number

AFG 147

Location

Kabul

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN Criminal Investigation Department (CID) Mentor/Adviser shall assist the Chief CID Mentor/Adviser and the Head of Police Mentors in all aspects connected to the mentioned area of specialization.

The *CID Mentor/Adviser* will be responsible for the following tasks:

- Report to the Chief CID Mentor/Adviser
- To support the Chief CID Mentor/Adviser in all aspects related to the performance of advising, mentoring and monitoring activities in the area of criminal investigations, with reference to the concerned ANP Regional or Provincial Command
- Advise, monitor and mentor the ANP on the implementation of the national strategy for criminal investigation and enhancing their standards in the area concerned, including the operational capacity to effectively collect and analyse information and to prevent and investigate crimes operating in closely with the prosecution and judicial system
- Strengthen the capabilities of the members of the CID at regional and provincial level up to the minimum skills to initiate and conduct a lawful and effective investigation process
- Monitor, in the relevant area, the ANP compliance with Afghanistan's obligations under the international human rights law as well as the ANP working within the framework of the rule of law
- Maintain continuous liaison with the other CID Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and Head of Police Mentors in support of the objectives of the mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress resistant

- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in criminal investigations
- Adequate knowledge of the international law concerning human rights
- Fluent in spoken and written English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Adequate working knowledge of the Afghan criminal law as well as the justice system.
- Expertise in forensic science

EUPOL AFGHANISTAN

Job Title

Training Adviser

Post number

AFG 163

Location

Kabul

Contract type

Seconded

Job Description:

The Training Adviser shall assist Head of Police Training in all aspects connected to the mentioned area of specialization and will be responsible for the following tasks:

- Report to the Head of Police Training
- To support the Head of Police in all aspects related to the performance of advising, mentoring and monitoring activities in the area of training, with reference to the concerned ANP Regional or Provincial Command
- Advise, monitor and mentor the ANP on the developing and implementing of training strategies, programmes and methods within the framework of a national strategy developed centrally and enhancing their standards in the area concerned
- Lead the ANP towards an Afghan-owned and self-sustaining training capacity
- Maintain continuous liaison with the other Training Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Head of Police Training

Qualifications and Experience:

- University Degree, Police Academy Degree or equivalent skills and experience
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in training
- Fluent in written and spoken English

Additional Requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform

EUPOL AFGHANISTAN

Job Title

Training Adviser

Post number

AFG 170

Location

Kabul

Contract type

Seconded

Job Description:

The Training Adviser shall assist Head of Police Training in all aspects connected to the mentioned area of specialization and will be responsible for the following tasks:

- Report to the Head of Police Training
- To support the Head of Police Training in all aspects related to the performance of advising, mentoring and monitoring activities in the area of training, with reference to the concerned ANP Regional or Provincial Command
- Advise, monitor and mentor the ANP on the developing and implementing of training strategies, programmes and methods within the framework of a national strategy developed centrally and enhancing their standards in the area concerned
- Lead the ANP towards an Afghan-owned and self-sustaining training capacity
- Maintain continuous liaison with the other Training Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Head of Police Training in support of the objectives of the mission

Qualifications and Experience:

- University Degree, Police Academy Degree or equivalent skills and experience
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in training
- Fluent in written and spoken English

Additional Requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform

EUPOL AFGHANISTAN

Job Title

Training Adviser

Post number

AFG 176

Location

Kabul

Contract type

Seconded

Job Description:

The Training Adviser shall assist Head of Police Training in all aspects connected to the mentioned area of specialization and will be responsible for the following tasks:

- Report to the Head of Police Training
- To support the Head of Police Training in all aspects related to the performance of advising, mentoring and monitoring activities in the area of training, with reference to the concerned ANP Regional or Provincial Command
- Advise, monitor and mentor the ANP on the developing and implementing of training strategies, programmes and methods within the framework of a national strategy developed centrally and enhancing their standards in the area concerned
- Lead the ANP towards an Afghan-owned and self-sustaining training capacity
- Maintain continuous liaison with the other Training Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Head of Police Training in support of the objectives of the mission

Qualifications and Experience:

- University Degree, Police Academy Degree or equivalent skills and experience
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in training
- Fluent in written and spoken English

Additional Requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform

EUPOL AFGHANISTAN

Job Title

Head of RoL Mentors

Post number

AFG 177

Location

Kabul

Contract type

Seconded

Job Description

The *Head of RoL Mentors* shall assist the Deputy Head of Mission Rule of Law (DHoM/RoL) in performing his/her duties by directing and coordinating the advising and mentoring component of the mission.

The *Head of RoL Mentors* will be responsible for the following tasks:

- Report to the HoM through the DHoM/RoL.
- Assist the DHoM/RoL in the overall direction of the advising & mentoring component.
- To coordinate the advisers and mentors deployed centrally.
- Support the HoM in the decision making process by drafting and submitting for the approval the relevant plans, directives and orders, through the DHoM/RoL.
- To support the Executive Officer, when necessary, in drafting plans, directives and orders relevant to the latter's area of activity.
- Assist the MoI/ANP, MoJ and AGO in improving their planning, management and performance capabilities in the identified areas.
- Identify projects in the different areas in cooperation with Afghan counterparts and implement them through the Mentors assigned to the different Ministries and donor assistance.
- Deputise the DHoM/RoL in his/her absence.
- Undertake any other tasks required by the Head of Mission and the Deputy Head of Mission/RoL in support of the objectives of the mission.

Qualifications and Experience:

- Advanced University Degree in Law, or equivalent academic training, preferably in Criminal, Police, Procedural Law, International Law or other related matters.
- Ability to manage and coordinate a diversified and multidisciplinary team of mentors and advisers.
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as national partners.
- Highly resilient under physical and mental pressure and stress-resistant.
- Broad international professional experience.
- Professional experience in project management in the field of Rule of Law.
- Relevant experience (minimum 8 years) could include: Experience from developing legislative

framework and judicial institutions in a Member State or/and in a developmental, transitional or post-conflict situation or experience working as a Judge, Public Prosecutor or Criminal/Police Investigator, Practicing lawyer, Ombudsman officer etc.

- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region.

Additional desirable requirements

Experience

- In international co-operation.
- Strategic liaison with international partners.
- Strategic management and/or public administration.
- Peacekeeping missions or in ESDP missions at senior level.

EUPOL AFGHANISTAN

Job Title

Mentor Attorneys General Office (AGO)

Post number

AFG 190

Location

Kabul

Contract type

Seconded

Job Description

The *Mentor to the Attorney General's Office* shall assist the Head of RoL Mentors in all aspects connected to the mentioned area of specialization and will be responsible for the following tasks:

- Report to Head of RoL
- Identify and advise Attorney General's Office and ANP/CID on activities where the EU Police Mission can make strategic differences in enhancing criminal investigations led by prosecutors.
- To consolidating EU activities across the criminal justice sector, including efforts to support the reform of criminal investigations, prosecutions and police - prosecutor cooperation.
- Provide strategic input into the reform of criminal procedures and restructuring relevant judicial or investigative institutions and bodies.
- Develop strategies and supportive measures against corruption within the criminal justice sector.
- Cooperate closely with the EC programmes and other national and international stakeholders in the law enforcement and justice sector.
- Address the basic substantial and criminal legislation, including the immediate operational needs of the prosecution service and the police to resume their functions respecting international standards.
- To plan measures to support effective ratification of the international conventions and other instruments dealing for instance with human rights, judicial cooperation, corruption, money laundering, human trafficking, drugs and terrorism.
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/RoL and the Head of Mentors in support of the objectives of the mission.

Qualifications and Experience

- University Degree in Law, or equivalent academic training preferably with post-graduate or master studies in Criminal or Procedural Law, International Relations or other related matters.
- Good knowledge of judicial reform process and the functions and practices of criminal procedures including criminal investigation and prosecution.
- Proven ability to establish constructive working relationships with a wide range of national and international stakeholders, with a range of interests.
- An ability to work effectively under pressure in difficult circumstances in a post conflict environment.

- Well-developed interpersonal skills and the ability to communicate effectively with people of all levels including those at a strategic level.
- Sound decision-making skills, political judgement and ability to influence.
- Relevant experience (minimum 8 years) could include: Experience from developing legislative framework and judicial institutions in a Member State or/and in a developmental, transitional or post-conflict situation.
- Good knowledge of judicial reform process and the functions and practices of criminal procedures including criminal investigation and prosecution.
- Experience working as a Judge, Public Prosecutor or Criminal/Police Investigator, Practicing lawyer, Legal Trainer, Ombudsman officer etc.
- Proficiency in English.

EUPOL AFGHANISTAN

Job Title

Mentor Attorneys General Office (AGO)

Post number

AFG 191

Location

Kabul

Contract type

Seconded

Job Description

The *Mentor to the Attorney General's Office* shall assist the Head of RoL Mentors in all aspects connected to the mentioned area of specialization and will be responsible for the following tasks:

- Report to Head of RoL
- Identify and advise Attorney General's Office and ANP/CID on activities where the EU Police Mission can make strategic differences in enhancing criminal investigations led by prosecutors.
- To consolidating EU activities across the criminal justice sector, including efforts to support the reform of criminal investigations, prosecutions and police - prosecutor cooperation.
- Provide strategic input into the reform of criminal procedures and restructuring relevant judicial or investigative institutions and bodies.
- Develop strategies and supportive measures against corruption within the criminal justice sector.
- Cooperate closely with the EC programmes and other national and international stakeholders in the law enforcement and justice sector.
- Address the basic substantial and criminal legislation, including the immediate operational needs of the prosecution service and the police to resume their functions respecting international standards.
- To plan measures to support effective ratification of the international conventions and other instruments dealing for instance with human rights, judicial cooperation, corruption, money laundering, human trafficking, drugs and terrorism.
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/RoL and the Head of Mentors in support of the objectives of the mission.

Qualifications and Experience

- University Degree in Law, or equivalent academic training preferably with post-graduate or master studies in Criminal or Procedural Law, International Relations or other related matters.
- Good knowledge of judicial reform process and the functions and practices of criminal procedures including criminal investigation and prosecution.
- Proven ability to establish constructive working relationships with a wide range of national and international stakeholders, with a range of interests.
- An ability to work effectively under pressure in difficult circumstances in a post conflict environment.
- Well-developed interpersonal skills and the ability to communicate effectively with people of all levels including those at a strategic level.
- Sound decision-making skills, political judgement and ability to influence.

- Relevant experience (minimum 8 years) could include: Experience from developing legislative framework and judicial institutions in a Member State or/and in a developmental, transitional or post-conflict situation.
- Good knowledge of judicial reform process and the functions and practices of criminal procedures including criminal investigation and prosecution.
- Experience working as a Judge, Public Prosecutor or Criminal/Police Investigator, Practicing lawyer, Legal Trainer, Ombudsman officer etc.
- Proficiency in English.

EUPOL AFGHANISTAN

Job Title

Justice Liaison Officer for Police

Post number

AFG 192

Location

HQ Kabul

Contract type

Seconded

Job Description:

The *Justice Liaison Officer for Police* will assist the Deputy Head of Mission/RoL with the following tasks:

- Report to Deputy Head of Mission/RoL
- In coordination with other EUPOL components, to study the Afghan relevant justice and police structures with a view to their professional and operational effectiveness, in accordance with the goals of the ESDP mission.
- To monitor ANP symbiosis with judicial authorities and to conduct situation or process analysis particularly in the field of investigations and to support and facilitate the operational cooperation between police and judicial authorities.
- To establish and maintain contacts with relevant bodies in parliament, government institutions and the Supreme Court.
- To liaise with other planning and operational support elements of EUPOL to share useful information in the assigned field of responsibility as directed by the DHoM/RoL.
- Prepare weekly, monthly and bi-monthly EUPOL RoL reports.
- To deal with any requests or tasks assigned by the DHoM/RoL within the area of assignment.

Qualifications and Experience:

- Advanced University Degree in Law, International Relations, Police Sciences or equivalent academic or professional training.
- A minimum of 5 years of relevant experience and professional qualifications in the field of policing and and/or Criminal Investigation, proven liaison and training skills.
- Ability to acquire useful information from a variety of sources and incorporate it into accurate reports.
- Excellent report writing skills.
- Innovative, good problem solving skills and able to maintain excellent relationships with key stakeholders.
- Ability to develop and maintain effective relationships with high level authorities, public sector officials and non-government stakeholders.
- Ability to use own initiative when working individually as well as being an integral team member within a multi-national environment.

- International experience, particularly in crisis areas with multi-national and international organizations' (desirable).
- Knowledge of EU Civilian Crisis Management and previous ESDP experience desirable.
- An understanding or experience of Rule of Law (Justice and Police) and/or Civilian Crisis Management interventions.
- Proficiency in English.

EUPOL AFGHANISTAN

Job Title

Head of Rule of Law Trainers

Post number

AFG 193

Location

Kabul

Contract type

Seconded

Job Description

The Head of Rule of Law Trainers shall assist the Deputy Head of Mission Rule of Law (DHoM/RoL) in performing his/her duties by directing and coordinating the RoL training component of the mission.

The Head of Rule of Law Trainers will be responsible for the following tasks:

- Report to the HoM through the DHoM/RoL.
- Assist the DHoM/RoL in the overall direction of the RoL training component.
- To coordinate the training advisers deployed centrally.
- Support the HoM in the decision making process by drafting and submitting for the approval the relevant plans, directives and orders, through the DHoM/RoL.
- Assist the MoI/ANP, MoJ and AGO in improving their training and performance capabilities in the identified areas and develop training strategies.
- Identify projects in the different areas in cooperation with Afghan counterparts and implement them through the Trainers assigned to the different Ministries and with donor assistance.
- Undertake any other tasks required by the Head of Mission and the Deputy Head of Mission/RoL in support of the objectives of the mission.

Qualifications and Experience:

- An advanced University Degree in Law, Public or Business Administration, Police Sciences, Pedagogic Sciences, Economics or equivalent academic training.
- Working experience in training, law or policing, appropriate responsibilities at upper and strategic decision level.
- Working experience at national or international level as training expert on management level.
- Project management experience (desirable).
- Ability to manage and coordinate a diversified and multidisciplinary team of trainers.
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as national partners.
- Highly resilient under physical and mental pressure and stress-resistant.
- Broad international professional experience.
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region.

Additional desirable requirements

Experience

- In international co-operation.
- Strategic liaison with international partners.
- Strategic management and/or public administration.
- Peacekeeping missions or in ESDP missions at senior level.

EUPOL AFGHANISTAN

Job Title

Rule of Law Training Adviser

Post number

AFG 194

Location

Kabul

Contract type

Seconded

Job Description:

The *RoL Training Adviser* shall assist the Head of RoL Trainers in all aspects connected to the mentioned area of specialization and will be responsible for the following tasks:

- Report to Head of RoL Trainers
- To support the Head of RoL Trainers in developing and designing training courses and work experience secondments for Afghan senior and middle level management police, judicial officials, judges and prosecutors.
- Advice, monitor and mentor on the development and implementation of training strategies, programmes and methods within the framework of a national strategy developed centrally and enhancing their standards in the area concerned.
- Participate in the design and evaluation of curricula for a range of specialised courses.
- Assess the training requirements of judicial staff in senior management skills, and propose programs and projects for adequate training.
- Maintain continuous liaison with the other Training advisers deployed within the same area of responsibility.
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/RoL and the Head of RoL Trainers in support of the objectives of the mission.

Qualifications and Experience

- An advanced University Degree in Law, Public or Business Administration, Police Sciences, Pedagogic Sciences, Human Rights/Gender or equivalent academic training.
- A minimum of 5 years of working experience in training, human rights, gender, legal affairs, policing, public administration or in criminal investigations.
- Experience in planning or/and management training.
- Professional experience in project management in the field of Rule of Law.
- To have working experience at national or international level as a Judge, Public Prosecutor, or to have been a Lecturer/Trainer in such areas (desirable).
- Highly resilient under physical and mental pressure and stress-resistant.
- Broad international professional experience.
- Proficiency in English.

EUPOL AFGHANISTAN

Job Title

Rule of Law Training Adviser (Gender)

Post number

AFG 196

Location

Kabul

Contract type

Seconded

Job Description:

The *RoL Training Adviser* shall assist the Head of RoL Trainers in all aspects connected to the mentioned area of specialization and will be responsible for the following tasks:

- Report to Head of RoL Trainers
- To support the Head of RoL Trainers in developing and designing training courses and work experience secondments for Afghan senior and middle level management police, judicial officials, judges and prosecutors with focus of Gender mainstreaming.
- Advice, monitor and mentor on the development and implementation of training strategies, programmes and methods within the framework of a national strategy developed centrally and enhancing their standards in the area concerned.
- Participate in the design and evaluation of curricula for a range of specialised courses related to Gender mainstreaming, women rights, domestic violence and violence against children.
- Assess the training requirements of judicial staff in senior management skills, and propose programs and projects for adequate training with particular focus on enhancing leadership skills for female senior police and judicial officers.
- Maintain continuous liaison with the other Training advisers deployed within the same area of responsibility.
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/RoL and the Head of RoL Trainers in support of the objectives of the mission.

Qualifications and Experience:

- An advanced University Degree in Law, Public or Business Administration, Police Sciences, Pedagogic Sciences, Human Rights/Gender or equivalent academic training.
- A minimum of 5 years of working experience in training, human rights, gender, legal affairs, policing, public administration or in criminal investigations.
- Experience in planning or/and management training.
- Professional experience in project management in the field of Rule of Law or Gender mainstreaming.
- To have working experience at national or international level as a Judge, Public Prosecutor, or to have been a Lecturer/Trainer in such areas (desirable).
- Highly resilient under physical and mental pressure and stress-resistant.
- Broad international professional experience.
- Proficiency in English.

EUPOL AFGHANISTAN

Job Title

Rule of Law Training Adviser

Post number

AFG 197

Location

Kabul

Contract type

Seconded

Job Description:

The *RoL Training Adviser* shall assist the Head of RoL Trainers in all aspects connected to the mentioned area of specialization and will be responsible for the following tasks:

- Report to Head of RoL Trainers
- To support the Head of RoL Trainers in developing and designing training courses and work experience secondments for Afghan senior and middle level management police, judicial officials, judges and prosecutors.
- Advice, monitor and mentor on the development and implementation of training strategies, programmes and methods within the framework of a national strategy developed centrally and enhancing their standards in the area concerned.
- Participate in the design and evaluation of curricula for a range of specialised courses.
- Assess the training requirements of judicial staff in senior management skills, and propose programs and projects for adequate training.
- Maintain continuous liaison with the other Training advisers deployed within the same area of responsibility.
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/RoL and the Head of RoL Trainers in support of the objectives of the mission.

Qualifications and Experience:

- An advanced University Degree in Law, Public or Business Administration, Police Sciences, Pedagogic Sciences, Human Rights/Gender or equivalent academic training.
- A minimum of 5 years of working experience in training, human rights, gender, legal affairs, policing, public administration or in criminal investigations.
- Experience in planning or/and management training.
- Professional experience in project management in the field of Rule of Law.
- To have working experience at national or international level as a Judge, Public Prosecutor, or to have been a Lecturer/Trainer in such areas (desirable).
- Highly resilient under physical and mental pressure and stress-resistant.
- Broad international professional experience.
- Proficiency in English.

EUPOL AFGHANISTAN

Job Title

Rule of Law Training Adviser

Post number

AFG 198

Location

Kabul

Contract type

Seconded

Job Description:

The *RoL Training Adviser* shall assist the Head of RoL Trainers in all aspects connected to the mentioned area of specialization and will be responsible for the following tasks:

- Report to Head of RoL Trainers
- To support the Head of RoL Trainers in developing and designing training courses and work experience secondments for Afghan senior and middle level management police, judicial officials, judges and prosecutors.
- Advice, monitor and mentor on the development and implementation of training strategies, programmes and methods within the framework of a national strategy developed centrally and enhancing their standards in the area concerned.
- Participate in the design and evaluation of curricula for a range of specialised courses.
- Assess the training requirements of judicial staff in senior management skills, and propose programs and projects for adequate training.
- Maintain continuous liaison with the other Training advisers deployed within the same area of responsibility.
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/RoL and the Head of RoL Trainers in support of the objectives of the mission.

Qualifications and Experience:

- An advanced University Degree in Law, Public or Business Administration, Police Sciences, Pedagogic Sciences, Human Rights/Gender or equivalent academic training.
- A minimum of 5 years of working experience in training, human rights, gender, legal affairs, policing, public administration or in criminal investigations.
- Experience in planning or/and management training.
- Professional experience in project management in the field of Rule of Law.
- To have working experience at national or international level as a Judge, Public Prosecutor, or to have been a Lecturer/Trainer in such areas (desirable).
- Highly resilient under physical and mental pressure and stress-resistant.
- Broad international professional experience.
- Proficiency in English.

EUPOL AFGHANISTAN

Job Title

Analysis and reporting Coordinator IPCB-S

Post number

AFG 200

Location

Kabul

Contract type

Seconded

Job Description

Under the direction of Head of Secretariat the *Analysis and reporting Officer IPCB Secretariat* will be responsible for the following tasks:

- Liaising between IPCB Secretariat participating states and organisations and field presence on issues of financial tracking and donations
- Support the Head of IPCB Secretariat in its projects and programs coordination and focus on financial donations
- To support the Head of IPCB Secretariat in donation tracking and coordination
- Identifying and proposing potential projects and project partners
- Conducting research and draft background papers on proposed economic project themes
- Assisting and seeking funding from delegations, international organizations or other donors and preparing the necessary internal submissions for funding arrangement and reports on the disbursement of these funds
- Performing other related duties as assigned

Qualifications and Experience

- University degree in economics, international relations or political science, with focus on project management on economics
- At least eight years of professional experience preferably at a international level
- Fluent spoken and written English

EUPOL AFGHANISTAN

Job Title:

Reform Coordinator, IPCB SECRETARIAT

Post Number

AFG 201

Location:

Kabul

Category:

Seconded

Job Description:

The Reform Supervisor, IPCB SECRETARIAT will be responsible for the following tasks:

- Report to the head of the IPCB Secretariat
- Give recommendations to the head of the IPCB Secretariat
- Keep an overview of Police Reform Programs in Afghanistan
- Keep an overview of institutional Police Development in Afghanistan
- Assist in coordination by attending meetings and facilitating IPCB
- Undertake any other tasks required by the Head of IPCB-S

Qualifications and Experience:

- Advanced/University degree or equivalent in Police related matters
- At least 15 years of effective Police service with at least 5 years in a leading position
- At least a high rank officer
- Professional experience of projects related to Police Reform are desirable
- Experiences in the Police Reform of Afghanistan or other international policing missions are highly desirable
- Project management and coordination skills are highly desirable
- Previous international work experience and/or experience in field missions desirable.

EUPOL AFGHANISTAN

Job Title:

Training Program Coordinator, IPCB SECRETARIAT

Post Number

AFG 203

Location:

Kabul

Category:

Seconded

Job Description:

Training Program Officer, IPCB SECRETARIAT will be responsible for the following tasks:

- Keeping an overview on all police training initiatives in Afghanistan
- Keeping a constant information exchange with the respective position in MoI
- Reporting to the head of the IPCB Secretariat
- Giving recommendations to the head of the IPCB Secretariat
- Maintaining and updating an overview/database with all running programs, all former programs and all future planned or announced programs concerning training and curricula, in order to define gaps and duplications
- Undertaking any other tasks required by the head of the IPCB Secretariat
- Working in close cooperation with other curricula standardization bodies
- Undertake any other tasks required by the Head of IPCB-S

Qualifications and Experience:

- Graduated from a recognized police or military school.
- At least 10 Years of experience on effective police.
- At least a high rank police.
- Computer literacy and data management desirable.
- Project management and coordination skills are highly desirable.
- Previous international work experience and/or experience in field missions desirable.

EUPOL AFGHANISTAN

Job Title

Reporting Systems Project Coordinator IPCB SECRETARIAT

Post number

AFG 204

Location

Kabul

Contract type

Seconded

Job Description

The *Reporting Systems Project Coordinator* will be responsible for the following tasks:

- Having an overview of all Reporting System Projects in Afghanistan
- Report to the head of the IPCB Secretariat
- Give recommendations to the head of the IPCB Secretariat
- Maintaining and updating an overview/database with all running projects and programs, all former projects/programs and all future or planned or announced projects/programs in order to define gaps and duplications
- Inform the other subdivisions and the head of IPCB Secretariat in any of their progress they may concern.
- Support the head of the IPCB Secretariat in the coordination process
- Undertake any other tasks required by the head of the IPCB Secretariat
- Liaise with the international actors involved in projects/programs regarding the military approaches to the police reform as well
- Undertake any other tasks required by the Head of IPCB-S

Qualifications and Experience

- Graduated from a recognized police or military school
- At least 10 Years of experience on effective police or military service
- At least a high rank police or military officer
- High computer literacy and experience in data management desirable.
- Project management and coordination skills are highly desirable
- Previous international work experience and/or experience in field missions desirable
- Experiences in the police reform of Afghanistan or other international policing missions are desirable

EUPOL AFGHANISTAN

Job Title

Regional Policing Development and Coordination Officer

Post number

AFG 206

Location

Kabul

Contract type

Seconded

Job Description

The *Regional Policing Development and Coordination* Officer shall assist the Head of Regional Policing Development and Coordination in managing and coordinating Mission activities in the Regions and Provinces and will be responsible for the following tasks:

- Report to Head of Regional Policing Development and Coordination
- Assist Head of Regional Policing Development and Coordination in supporting the Senior Advisers in the Regional Commands, ensuring that all operational tasks are performed efficiently and effectively, and providing operational analysis.
- Responsible for collecting, filing and storing information (including frequent situation reports) from the regions and develop routines for systematic correspondence with regions
- Responsible for keeping accurate information over the status for deployed Police Officers in the regions
- Provide the Head of Regional Policing Development with analytical reports
- Establish professional working relationships within the mission area to facilitate the mutual exchange of necessary information of EUPOL AFG Headquarter, Regional Teams and Provincial Teams as well as other EU and international stakeholders
- Assist the Head of Regional Policing on the appointment and deployment of personnel to address mission needs
- Assist the Head of Regional Policing Development with the execution of all the activities related to the Regional Teams
- Assist in the work with oversee and coordinate interregional cooperation related to the Advisers and Mentors to Central and Regional Commands
- Undertake any other tasks required by Head of Regional Policing Development and Coordination

Qualifications and Experience

- Advanced University Degree, or equivalent, in Police related matters.
- Minimum of 8 years of effective and extensive operational police experience, at least 5 of which at strategic level in his/her police organization
- Substantive knowledge of the functioning of the EU, in particular the CFSP and ESDP.
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organizations as well as with international partners.
- Highly resilient under physical and mental pressure and stress-resistant.
- International professional experience.

- Ability to manage and coordinate a diversified and multidisciplinary team of advisers.
- Professional understanding of the following areas of activity within the team: general policing, criminal investigation, border police, training, logistics, administration, legal affairs.
- Professional experience of projects related to police reform.
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region.

Additional desirable requirements

- Experience in international co-operation.
- Proven knowledge in middle management and/or public administration.
- Experience in Peacekeeping missions or in ESDP missions
- Experience in the field of Rule of Law.
- Experience in Training field
- Diploma on CEPOL Strategic Planning Course for EU Police Missions, CEPOL Commanders Course on Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course.

EUPOL AFGHANISTAN

Job Title

Head of Regional RoL Development and Coordination

Post number

AFG 207

Location

Kabul

Contract type

Seconded

Job Description:

The *Head of Regional RoL Development and Coordination* will work under the overall guidance of the Deputy Head of Mission Rule of Law.

The main duties of the *Head of Regional RoL Development and Coordination* are to provide regional oversight, and management and programmatic support for the Rule of Law Programme, for a regional cluster of field offices.

- Reports to Deputy Head of Mission Rule of Law
- Coordination and development of RoL programme in the region
- Management of Rule of Law activities of a cluster of field office staff
- Supervision of Rule of Law field office staff working within the region
- Coordination of institutional rule of law activities within the regional cluster, in conjunction with relevant Regional Rule of Law Coordinators
- Responsible for linking RoL central institutional work with work within the regions
- Establish and maintain good working relationships with stakeholders within on central level and within the regions, including Government, UN agencies, NGOs and civil society organizations.
- Identify strategic medium- and long-term capacity building interventions in the Rule of Law sector; including law-enforcement and the judiciary and where appropriate implement, monitor and administer programmes
- Perform quality control function of Rule of Law programming, including assessing impact and effectiveness, tracking outputs and results, and ensure timely and efficient delivery of project outputs through a client-satisfaction approach
- Provide technical advice and mentoring on training and awareness initiatives on basic human rights, code of conduct and principles of the justice system
- Ensure high quality reporting on Rule of Law activities
- Undertake any other tasks required by the Head of Mission and the Deputy Head of Mission/RoL in support of the objectives of the mission.

Qualifications and Experience

- Advanced University Degree in Law, or equivalent academic training, preferably in Criminal, Police, Procedural Law, International Law or other related matters.
- Ability to manage and coordinate a diversified and multidisciplinary team of mentors and advisers.
- Excellent interpersonal skills and ability to communicate internally and to relate with multinational and international organisations as well as national partners.
- Highly resilient under physical and mental pressure and stress-resistant.
- At least 8 years of professional, relevant, experience, including experience in a management / supervisory and/or coordination role.
- Proven experience and expertise in promoting rule of law in post-conflict situations, including project management (desirable).
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region.
- Fluency in the English language.

Additional desirable requirements

Experience in

- International co-operation.
- Strategic liaison with international partners.
- Strategic management and/or public administration.
- Peacekeeping missions or in ESDP missions at senior level.

EUPOL AFGHANISTAN

Job Title

Regional RoL Development and Coordination Officer

Post number

AFG 208

Location

Kabul

Contract type

Seconded

Job Description:

The *Regional RoL Development and Coordination Officer* will assist the Head of Regional RoL Development and Coordination in the following tasks:

- Management of Rule of Law activities of a cluster of field office staff
- Report to the Head of Regional RoL Development and Coordination
- Supervision of Rule of Law field office staff working within the region
- Coordination of institutional rule of law activities within the regional cluster, in conjunction with relevant Regional Rule of Law Coordinators
- Responsible for linking RoL central institutional work with work within the regions
- Establish and maintain good working relationships with stakeholders within on central level and within the regions, including Government, UN agencies, NGOs and civil society organizations
- Identify strategic medium- and long-term capacity building interventions in the Rule of Law sector; including law-enforcement and the judiciary and where appropriate implement, monitor and administer programmes
- Perform quality control function of Rule of Law programming, including assessing impact and effectiveness, tracking outputs and results, and ensure timely and efficient delivery of project outputs through a client-satisfaction approach
- Provide technical advice and mentoring on training and awareness initiatives on basic human rights, code of conduct and principles of the justice system
- Deputies the Head of Regional Dev and Coordination in his/her absence
- Ensure high quality reporting on Rule of Law activities
- Undertake any other tasks required by the Head of Mission and the Deputy Head of Mission/RoL in support of the objectives of the mission

Qualifications and Experience

- Advanced University Degree in Law, or equivalent academic training, preferably in Criminal, Police, Procedural Law, International Law or other related matters.
- Experience in a coordination role.
- Excellent reporting skills.
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as national partners.
- Highly resilient under physical and mental pressure and stress-resistant.
- At least 5 years of relevant professional experience.

- Proven experience and expertise in promoting rule of law in post-conflict situations, including project management (desirable).
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region.
- Fluency in the English language.

EUPOL AFGHANISTAN

Job Title

Senior Adviser

Post number

AFG 218

Location

RC North

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN **Senior Adviser** shall assist the Deputy Head of Mission/Police in performing his/her duties by directing and coordinating advisers and mentors deployed both at regional and provincial level.

The Senior Adviser will be responsible for the following tasks:

- Report to the Head of Mission (HoM) through the Deputy Head of Mission/Police in terms of accomplishment of the given mission
- Respond functionally to the Head of Regional Deployment and Coordination accordingly with the area of activity
- To assist, monitor and mentor the ANP Regional Commanders in identifying the weaknesses and the areas for improvement and leading them to improving their planning, management and performance capabilities in the identified areas
- Direct and coordinate Advisers and Mentors deployed both at regional and provincial level within the area of responsibility (AOR) of the concerned ANP Regional Command.
- Coordinate and synchronize the advising and mentoring activities within the AOR of the concerned ANP Regional Command
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Head of Regional Deployment and Coordination in support of the objectives of the Mission

Qualifications and Experience

- Advanced University Degree, or equivalent, in Police related matters
- Senior rank in a police force
- Minimum of ten years of effective and extensive operational police experience, at least five years of which at upper management level in his/her police organization
- Substantial knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- International professional experience
- Ability to manage and coordinate a diversified and multidisciplinary team with a relatively high number of posts
- In-depth understanding of the following areas of activity within the team: general policing, criminal investigation, border police, training etc.

- Fluent in written and spoken English

Additional Requirements

- Experience in Peacekeeping missions or in ESDP missions at upper level
- Professional experience in national and/or international assignments in planning and assisting crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform
- Diploma on CEPOL Commanders Course, Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Criminal Investigation Department Adviser

Post number

AFG 223

Location

RC North

Contract type

Seconded

Job Description

The *Criminal Investigation Department (CID) Adviser* shall assist the respective Senior Adviser and the Regional Police Coordinator in all aspects connected to the mentioned area of specialization.

The CID Adviser will be responsible for the following tasks:

- Report to the respective Senior Adviser and the Regional Police Coordinator
- To support the Senior Adviser and the Regional Police Coordinator in all aspects related to the performance of advising, mentoring and monitoring activities in the area of criminal investigations, with reference to the concerned ANP Regional or Provincial Command
- Advise, monitor and mentor the ANP on the implementation of the national strategy for criminal investigation and enhancing their standards in the area concerned, including the operational capacity to effectively collect and analyse information and to prevent and investigate crimes operating in closely with the prosecution and judicial system
- Strengthen the capabilities of the members of the CID at regional and provincial level up to the minimum skills to initiate and conduct a lawful and effective investigation process
- Monitor, in the relevant area, the ANP compliance with Afghanistan's obligations under the international human rights law as well as the ANP working within the framework of the rule of law
- Maintain continuous liaison with the other CID Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, Head of Regional Policing Development and Coordination and the Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in criminal investigations

- Adequate knowledge of the international law concerning human rights
- Fluent in spoken and written English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Adequate working knowledge of the Afghan criminal law as well as the justice system
- Expertise in forensic science

EUPOL AFGHANISTAN

Job Title

Border Police Adviser

Post number

AFG 226

Location

RC North

Contract type

Seconded

Job Description

The *Border Police Advisers* shall assist their respective Senior Advisers and the Regional Police Coordinator in all aspects connected to the mentioned area of specialization.

The *Border Police Adviser* will be responsible for the following tasks:

- Report to their respective Senior Advisers and the Regional Police Coordinator
- Support the Senior Advisers and the Regional Police Coordinator in all aspects related to the performance of advising, mentoring and monitoring activities in the area of border policing, with reference to the concerned ANP Regional or Provincial Command
- Advise, monitor and mentor the Border Police on the establishment of an effective border management system within the framework strategy developed centrally and enhancing their standards in the area concerned
- Monitor, in the relevant area, the Border Police compliance with Afghanistan's obligations under the international human rights law as well as the ANP working within the framework of the rule of law
- Maintain continuous liaison with the other Border Police Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, Head of Regional Policing Development and Coordination and the Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in border policing
- Adequate knowledge of the international law concerning human rights

- Fluent in spoken and written English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Adequate working knowledge of the Afghan law concerning the management of borders and border policing as well as the justice system

EUPOL AFGHANISTAN

Job Title

Border Police Adviser

Post number

AFG 227

Location

RC North

Contract type

Seconded

Job Description

The *Border Police Advisers* shall assist their respective Senior Advisers and the Regional Police Coordinator in all aspects connected to the mentioned area of specialization.

The *Border Police Adviser* will be responsible for the following tasks:

- Report to their respective Senior Advisers and the Regional Police Coordinator
- Support the Senior Advisers and the Regional Police Coordinator in all aspects related to the performance of advising, mentoring and monitoring activities in the area of border policing, with reference to the concerned ANP Regional or Provincial Command
- Advise, monitor and mentor the Border Police on the establishment of an effective border management system within the framework strategy developed centrally and enhancing their standards in the area concerned
- Monitor, in the relevant area, the Border Police compliance with Afghanistan's obligations under the international human rights law as well as the ANP working within the framework of the rule of law
- Maintain continuous liaison with the other Border Police Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, Head of Regional Policing Development and Coordination and the Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in border policing
- Adequate knowledge of the international law concerning human rights

- Fluent in spoken and written English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Adequate working knowledge of the Afghan law concerning the management of borders and border policing as well as the justice system

EUPOL AFGHANISTAN

Job Title

Border Police Adviser

Post number

AFG 228

Location

RC North

Contract type

Seconded

Job Description

The *Border Police Advisers* shall assist their respective Senior Advisers and the Regional Police Coordinator in all aspects connected to the mentioned area of specialization.

The *Border Police Adviser* will be responsible for the following tasks:

- Report to their respective Senior Advisers and the Regional Police Coordinator
- Support the Senior Advisers and the Regional Police Coordinator in all aspects related to the performance of advising, mentoring and monitoring activities in the area of border policing, with reference to the concerned ANP Regional or Provincial Command
- Advise, monitor and mentor the Border Police on the establishment of an effective border management system within the framework strategy developed centrally and enhancing their standards in the area concerned
- Monitor, in the relevant area, the Border Police compliance with Afghanistan's obligations under the international human rights law as well as the ANP working within the framework of the rule of law
- Maintain continuous liaison with the other Border Police Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, Head of Regional Policing Development and Coordination and the Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in border policing
- Adequate knowledge of the international law concerning human rights

- Fluent in spoken and written English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Adequate working knowledge of the Afghan law concerning the management of borders and border policing as well as the justice system

EUPOL AFGHANISTAN

Job Title

Border Police Adviser

Post number

AFG 229

Location

RC North

Contract type

Seconded

Job Description

The *Border Police Advisers* shall assist their respective Senior Advisers and the Regional Police Coordinator in all aspects connected to the mentioned area of specialization.

The *Border Police Adviser* will be responsible for the following tasks:

- Report to their respective Senior Advisers and the Regional Police Coordinator
- Support the Senior Advisers and the Regional Police Coordinator in all aspects related to the performance of advising, mentoring and monitoring activities in the area of border policing, with reference to the concerned ANP Regional or Provincial Command
- Advise, monitor and mentor the Border Police on the establishment of an effective border management system within the framework strategy developed centrally and enhancing their standards in the area concerned
- Monitor, in the relevant area, the Border Police compliance with Afghanistan's obligations under the international human rights law as well as the ANP working within the framework of the rule of law
- Maintain continuous liaison with the other Border Police Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, Head of Regional Policing Development and Coordination and the Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in border policing
- Adequate knowledge of the international law concerning human rights

- Fluent in spoken and written English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Adequate working knowledge of the Afghan law concerning the management of borders and border policing as well as the justice system

EUPOL AFGHANISTAN

Job Title

Regional Rule of Law Coordinator

Post number

AFG 234

Location

RC North, Mazar

Contract type

Seconded

Job Description:

The *Regional RoL Coordinator* will work under the overall guidance of the Head of Regional RoL Development and Coordination.

The main duties of the *Regional RoL Coordinator* are to provide regional oversight, and management and programmatic support for the Rule of Law Programme, for a regional cluster of field offices.

Coordination and development of RoL programme in the region

- Management of Rule of Law activities of a cluster of field office staff in the respective region
- Report to Senior Adviser
- Coordination of institutional rule of law activities within the regional cluster
- Responsible for linking RoL central institutional work with work within the regions
- Establish and maintain good working relationships with stakeholders within the regions including Government, UN agencies, NGOs and civil society organizations
- Support regional judicial and law-enforcement activities on regional level
- Identify strategic medium- and long-term capacity building interventions in the Rule of Law sector; including law-enforcement and the judiciary and where appropriate implement, monitor and administer programmes.
- Perform quality control function of Rule of Law programming, including assessing impact and effectiveness, tracking outputs and results, and ensure timely and efficient delivery of project outputs through a client-satisfaction approach
- Provide technical advice and mentoring on training and awareness initiatives on basic human rights, code of conduct and principles of the justice system
- Ensure high quality reporting on Rule of Law activities
- Undertake any other tasks required by the Head of Mission and the Deputy Head of Mission/RoL in support of the objectives of the mission

Qualifications and Experience

- Advanced University Degree in Law, or equivalent academic training, preferably in Criminal, Police, Procedural Law, International Law or other related matters.
- Experience in a management and coordination role.
- Excellent reporting skills.
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and

- international organisations as well as national partners.
- Highly resilient under physical and mental pressure and stress-resistant.
 - At least 8 years of relevant professional experience.
 - Proven experience and expertise in promoting rule of law in post-conflict situations, including project management (desirable).
 - Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region.
 - Fluency in the English language.

EUPOL AFGHANISTAN

Job Title

Rule of Law Adviser

Post number

AFG 235

Location

RC North, Mazar

Contract type

Seconded

Job Description:

- Report to the Regional RoL Coordinator and the Senior Adviser on the developments and results of the activities undertaken
- Engage directly with the chief prosecutor's office and chief of police's office through mentoring and advising them in police-prosecution coordination issues
- Conduct frequent training sessions with criminal prosecutors, judges and investigative police; specifically focused towards investigatory and trial advocacy skills
- Assist in the development and implementation of a nationwide training program for police and prosecutors and other judicial officials
- Enhance the awareness of Human Rights, Gender issues and Children's Rights within the Afghan National Police and Justice Institutions
- Assist the Team Leader in program reporting to include a report analysing the role of informal/customary justice in the designated province and identifying areas for potential coordination and cooperation with the formal justice system
- Liaise with local and international stakeholders by establishing and maintaining relationships with key local stakeholders including, but not limited to, local government officials, provincial and district-level police, prosecutors and judges, international organisations involved in the justice sector, Afghan civil society organisations, and customary and traditional law actors
- Performing other duties as required

Qualifications and Experience:

- University Degree in Law, or equivalent academic training preferably with post-graduate or master studies in Criminal or Procedural Law, International Relations, Human Rights or Gender or other related matters
- Good knowledge of judicial reform process and the functions and practices of criminal procedures including criminal investigation and prosecution.
- Proven liaison and training skills

- Must have good networking skills, work well with others, and be respectful of Afghan legal and cultural traditions
- Ability to acquire useful information from a variety of sources and incorporate it into accurate reports
- Have the ability to use own initiative when working individually as well as being an integral team member within a multi-national environment
- Knowledge of EU Civilian Crisis Management and previous ESDP experience desirable.
- An understanding or experience of Rule of Law (Justice and Police) and/or Civilian Crisis Management interventions - especially training aspects
- Proficiency in English

EUPOL AFGHANISTAN

Job Title

Administrative Officer

Post number

AFG 237

Location

RC North, Mazar

Contract type

Seconded/Contracted

Category

2

Job Description:

The *Administrative Officer* is acting as a link between EUPOL administration in the headquarters in Kabul and the regional/provincial offices.

The *Administrative Officer* shall assist the respective Senior Adviser in all aspects connected to the mentioned area of specialization and will be responsible for the following tasks:

- Report to their respective Senior Adviser
- Manage all administrative tasks in the regional office that are related to human resources, procurement, finance, CIS and logistics according to the requirements from EUPOL Headquarters and needs from regional office
- Ensure the daily management of the documentation and correspondence concerning the arrival, deployment, redeployments, extensions and end of missions of the international staff members
- Develop and update an organigram about the organisation structure in the region
- Responsible of keeping record in the regional office on leave days of personnel, filling in and sending leave requests, transportation requests, extension requests and performance assessments to HQ in Kabul
- Assist in the maintaining all the records related to the personnel in the region in the proper filling system, keeping all relevant documentation in secure and organized place and passing the information to the administration office in Kabul
- Responsible of national staff issues in the region including recruitment and national staff administrative tasks
- Liaise and cooperate on financial issues with relevant actors between HQ and regional/provincial offices
- Identify needs of goods and/or services specifically required for its area of responsibility and to technically define the appropriate requirements of the means required to cover these needs and to participate, as appropriate, in the correspondent processes to procure these goods and services
- To develop, manage and coordinate the mission procurement processes
- To manage internal mission procurement requires and activities

- Ensure the effective management of logistics databases, inventories and lists of equipment on the items related to his/her field of expertise
- Manage all files and email related to the mission, including archiving in cooperation with the mission
- Perform other related tasks as required

Qualifications and Experience

- University degree in Business Administration or equivalent academic or professional training
- A minimum of four years working experience in general administration preferably including experience from the human resources, finance, procurement, logistics and CIS tasks
- Extensive capacity to work with multiple tasks at the same time including attention to the details
- Strong experience in word processing and Excel as well as in handling databases
- International experience, preferably from field operations is desirable
- Familiarity with Council working procedures in civilian ESDP is an advantage
- Experience in planning and implementing the projects
- Fluent spoken and written English

EUPOL AFGHANISTAN

Job Title

Mentor

Post number

AFG 239

Location

Feyzabad

Contract type

Seconded

Job Description

The Mentor level shall assist their respective Senior Adviser and Regional Police Coordinator in all aspects connected to the mentioned area of specialization and will be responsible for the following tasks:

- Report to their respective Senior Adviser and Regional Police Coordinator
- To support the Senior Adviser and Regional Police Coordinator in performing his/her mentoring duties
- Assist the ANP Regional and Provincial Commanders and Commissioned Officers in improving their managerial capabilities and general comprehension of tasks and responsibilities related to their current functions
- To assist ANP Regional and Provincial Commanders and Commissioned Officers in enhancing their comprehension of democratic policing as well as in elaborating and implementing best practices
- Maintain continuous liaison with the other Mentors deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, Head of Regional Policing Development and Coordination and the Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, or equivalent, in Police related matters
- Police Officer with at least 8 years of effective police experience, five years of which at middle management level
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- In-depth understanding of the following areas of activity: effective organizational policing structures, general policing, criminal investigation, training
- Fluent in written and spoken English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform
- Diploma on CEPOL Commanders Course, Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Border Police Adviser

Post number

AFG 242

Location

Feyzabad

Contract type

Seconded

Job Description

The ***Border Police Adviser*** shall assist their respective Senior Advisers and Regional Police Coordinator in all aspects connected to the mentioned area of specialization

The Border Police (BP) Adviser ***will be responsible for the following tasks:***

- Report to their respective Senior Advisers and Regional Police Coordinator
- Support the Senior Police Adviser and the Regional Police Coordinator in all aspects related to the performance of advising, mentoring and monitoring activities in the area of border policing, with reference to the concerned ANP Regional or Provincial Command
- Advise, Monitor and Mentor the BP on the establishment of an effective border management system within the framework strategy developed centrally and enhancing their standards in the area concerned
- Monitor, in the relevant area, the BP compliance with Afghanistan's obligations under the international human rights law as well as the ANP working within the framework of the rule of law
- Maintain continuous liaison with the other Border Police Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, Head of Regional Policing Development and Coordination and the Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in border policing
- Adequate knowledge of the international law concerning human rights
- Fluent in written and spoken English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Adequate working knowledge of the Afghan law concerning the management of borders and border policing as well as the Justice system

EUPOL AFGHANISTAN

Job Title

Border Police Adviser

Post number

AFG 243

Location

Feyzabad

Contract type

Seconded

Job Description

The *Border Police Adviser* shall assist their respective Senior Advisers and Regional Police Coordinator in all aspects connected to the mentioned area of specialization

The Border Police (BP) Adviser *will be responsible for the following tasks:*

- Report to their respective Senior Advisers and Regional Police Coordinator
- Support the Senior Police Adviser and the Regional Police Coordinator in all aspects related to the performance of advising, mentoring and monitoring activities in the area of border policing, with reference to the concerned ANP Regional or Provincial Command
- Advise, Monitor and Mentor the BP on the establishment of an effective border management system within the framework strategy developed centrally and enhancing their standards in the area concerned
- Monitor, in the relevant area, the BP compliance with Afghanistan's obligations under the international human rights law as well as the ANP working within the framework of the rule of law
- Maintain continuous liaison with the other Border Police Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, Head of Regional Policing Development and Coordination and the Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in border policing
- Adequate knowledge of the international law concerning human rights
- Fluent in written and spoken English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Adequate working knowledge of the Afghan law concerning the management of borders and border policing as well as the Justice system

EUPOL AFGHANISTAN

Job Title

Rule of Law Adviser

Post number

AFG 246

Location

Feyzabad

Contract type

Seconded

Job Description:

- Report to the Regional RoL Coordinator and the Senior Adviser on the developments and results of the activities undertaken
- Engage directly with the chief prosecutor's office and chief of police's office through mentoring and advising them in police-prosecution coordination issues
- Conduct frequent training sessions with criminal prosecutors, judges and investigative police; specifically focused towards investigatory and trial advocacy skills
- Assist in the development and implementation of a nationwide training program for police and prosecutors and other judicial officials
- Enhance the awareness of Human Rights, Gender issues and Children's Rights within the Afghan National Police and Justice Institutions
- Assist the Team Leader in program reporting to include a report analysing the role of informal/customary justice in the designated province and identifying areas for potential coordination and cooperation with the formal justice system
- Liaise with local and international stakeholders by establishing and maintaining relationships with key local stakeholders including, but not limited to, local government officials, provincial and district-level police, prosecutors and judges, international organisations involved in the justice sector, Afghan civil society organisations, and customary and traditional law actors
- Performing other duties as required

Qualifications and Experience

- University Degree in Law, or equivalent academic training preferably with post-graduate or master studies in Criminal or Procedural Law, International Relations, Human Rights or Gender or other related matters
- Good knowledge of judicial reform process and the functions and practices of criminal procedures including criminal investigation and prosecution.
- Proven liaison and training skills

- Must have good networking skills, work well with others, and be respectful of Afghan legal and cultural traditions
- Ability to acquire useful information from a variety of sources and incorporate it into accurate reports
- Have the ability to use own initiative when working individually as well as being an integral team member within a multi-national environment
- Knowledge of EU Civilian Crisis Management and previous ESDP experience desirable.
- An understanding or experience of Rule of Law (Justice and Police) and/or Civilian Crisis Management interventions - especially training aspects
- Proficiency in English

EUPOL AFGHANISTAN

Job Title

Border Police Adviser

Post number

AFG 251

Location

Kunduz

Contract type

Seconded

Job Description

The **EUPOL AFGHANISTAN Border Police Advisers** shall assist their respective Senior Advisers and Regional Police Coordinators in all aspects connected to the mentioned area of specialization.

The Border Police (BP) Adviser will be responsible for the following tasks:

- Report to their respective Senior Adviser and Regional Police Coordinator
- Support the Senior Adviser and Regional Police Coordinator in all aspects related to the performance of advising, mentoring and monitoring activities in the area of border policing, with reference to the concerned ANP Regional or Provincial Command
- Advise, monitor and mentor the BP on the establishment of an effective border management system within the framework strategy developed centrally and enhancing their standards in the area concerned
- Monitor, in the relevant area, the BP compliance with Afghanistan's obligations under the international human rights law as well as the ANP working within the framework of the rule of law
- Maintain continuous liaison with the other Border Police Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Operations, Head of Regional Policing Development and Coordination and the Senior Police Adviser in support of the objectives of the Mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in border policing
- Adequate knowledge of the international law concerning human rights

- Fluent in written and spoken English

Additional Requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Adequate working knowledge of the Afghan law concerning the management of borders and border policing as well as the Justice system

EUPOL AFGHANISTAN

Job Title

Training Adviser

Post number

AFG 253

Location

Kunduz

Contract type

Seconded

Job Description

The **EUPOL AFGHANISTAN Training Advisers** shall assist their respective Senior Advisers and Regional Police Coordinators in all aspects connected to the mentioned area of specialization.

The Training advisers will be responsible for the following tasks:

- Report to their respective Senior Adviser and Regional Police Coordinator, consistently with their chain of command
- Support the Head of Police Training, Senior Adviser and Regional Police Coordinator in all aspects related to the performance of advising, mentoring and monitoring activities in the area of training, with reference to the concerned ANP Regional or Provincial Command
- To advise, monitor and mentor the ANP on the developing and implementing of training strategies, programmes and methods within the framework of a national strategy developed centrally and enhancing their standards in the area concerned
- Lead the ANP towards an Afghan-owned and self-sustaining training capacity
- Maintain continuous liaison with the other Training advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, the Head of Police Training and Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in training
- Fluent in written and spoken English

Additional Requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform

EUPOL AFGHANISTAN

Job Title

Mentor

Post number

AFG 256

Location

Kunduz

Contract type

Seconded

Job Description

The Mentor level shall assist their respective Senior Adviser and Regional Police Coordinator in all aspects connected to the mentioned area of specialization and will be responsible for the following tasks:

- Report to their respective Senior Adviser and Regional Police Coordinator
- To support the Senior Adviser and Regional Police Coordinator in performing his/her mentoring duties
- Assist the ANP Regional and Provincial Commanders and Commissioned Officers in improving their managerial capabilities and general comprehension of tasks and responsibilities related to their current functions
- To assist ANP Regional and Provincial Commanders and Commissioned Officers in enhancing their comprehension of democratic policing as well as in elaborating and implementing best practices
- Maintain continuous liaison with the other Mentors deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, Head of Regional Policing Development and Coordination and the Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, or equivalent, in Police related matters
- Police Officer with at least 8 years of effective police experience, five years of which at middle management level
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- In-depth understanding of the following areas of activity: effective organizational policing structures, general policing, criminal investigation, training
- Fluent in written and spoken English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform
- Diploma on CEPOL Commanders Course, Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Mentor

Post number

AFG 258

Location

Pol-e-Khomri

Contract type

Seconded

Job Description

The Mentor shall assist the respective Senior Adviser and the Regional Police Coordinator in all aspects connected to the mentioned area of specialization and will be responsible for the following tasks:

- Report to the respective Senior Police Adviser and the Regional Police Coordinator
- To support the Senior Police Adviser and the Regional Police Coordinator in performing his/her mentoring duties
- Assist the ANP Regional and Provincial Commanders and Commissioned Officers in improving their managerial capabilities and general comprehension of tasks and responsibilities related to their current functions
- To assist ANP Regional and Provincial Commanders and Commissioned Officers in enhancing their comprehension of democratic policing as well as in elaborating and implementing best practices
- Maintain continuous liaison with the other Mentors deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, Head of Regional Policing Development and Coordination and the Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, or equivalent, in Police related matters
- Police Officer with at least 8 years of effective police experience, five years of which at middle management level
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- In-depth understanding of the following areas of activity: effective organizational policing structures, general policing, criminal investigation, training
- Fluent in written and spoken English

Additional Requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform
- Diploma on CEPOL Commanders Course, Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Training Adviser

Post number

AFG 261

Location

Pol-e Khomri

Contract type

Seconded

Job Description

The **EUPOL AFGHANISTAN Training Advisers** shall assist their respective Senior Adviser and Regional Police Coordinator in all aspects connected to the mentioned area of specialization.

The Training advisers will be responsible for the following tasks:

- Report to their respective Senior Adviser and Regional Police Coordinator, consistently with their chain of command
- To support the Head of Police Training, Senior Adviser and Regional Police Coordinator in all aspects related to the performance of advising, mentoring and monitoring activities in the area of training, with reference to the concerned ANP Regional or Provincial Command
- To advise, monitor and mentor the ANP on the developing and implementing of training strategies, programmes and methods within the framework of a national strategy developed centrally and enhancing their standards in the area concerned
- Lead the ANP towards an Afghan-owned and self-sustaining training capacity
- Maintain continuous liaison with the other Training advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, the Head of Police Training and Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in training
- Fluent in written and spoken English

Additional Requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform

EUPOL AFGHANISTAN

Job Title

Criminal Investigation Department Adviser

Post number

AFG 265

Location

Mazar

Contract type

Seconded

Job Description

The *Criminal Investigation Department (CID) Adviser* shall assist the respective Senior Adviser and the Regional Police Coordinator in all aspects connected to the mentioned area of specialization.

The CID Adviser will be responsible for the following tasks:

- Report to the respective Senior Adviser and Regional Police Coordinator
- To support the Senior Adviser and the Regional Police Coordinator in all aspects related to the performance of advising, mentoring and monitoring activities in the area of criminal investigations, with reference to the concerned ANP Regional or Provincial Command
- Advise, monitor and mentor the ANP on the implementation of the national strategy for criminal investigation and enhancing their standards in the area concerned, including the operational capacity to effectively collect and analyse information and to prevent and investigate crimes operating in closely with the prosecution and judicial system
- Strengthen the capabilities of the members of the CID at regional and provincial level up to the minimum skills to initiate and conduct a lawful and effective investigation process
- Monitor, in the relevant area, the ANP compliance with Afghanistan's obligations under the international human rights law as well as the ANP working within the framework of the rule of law
- Maintain continuous liaison with the other CID Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, Head of Regional Policing Development and Coordination and the Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within

- the same geopolitical context
- Substantive expertise in criminal investigations
 - Adequate knowledge of the international law concerning human rights
 - Fluent in spoken and written English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Adequate working knowledge of the Afghan criminal law as well as the justice system
- Expertise in forensic science

EUPOL AFGHANISTAN

Job Title

Border Police Adviser

Post number

AFG 267

Location

Mazar

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN **Border Police Adviser** shall assist his respective Senior Adviser and Regional Police Coordinator in all aspects connected to the mentioned area of specialization

The *Border Police Adviser* will be responsible for the following tasks:

- Report to the respective Senior Adviser and Regional Police Coordinator
- Support the Senior Police Adviser and the Regional Police Coordinator in all aspects related to the performance of advising, mentoring and monitoring activities in the area of border policing with reference to the concerned ANP Regional or Provincial Command
- Advise, monitor and mentor the Border Police on the establishment of an effective border management system within the framework strategy developed centrally and enhancing their standards in the area concerned
- Monitor, in the relevant area, the Border Police compliance with Afghanistan's obligations under the international human rights law as well as the ANP working within the framework of the rule of law
- Maintain continuous liaison with the other Border Police Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, Head of Regional Policing Development and Coordination and the Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in border policing
- Adequate knowledge of the international law concerning human rights

- Fluent in spoken and written English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Adequate working knowledge of the Afghan law concerning the management of borders and border policing as well as the justice system

EUPOL AFGHANISTAN

Job Title

Training Adviser

Post number

AFG 271

Location

Mazar

Contract type

Seconded

Job Description

The **EUPOL AFGHANISTAN Training Advisers** shall assist their respective Senior Adviser and Regional Police Coordinator in all aspects connected to the mentioned area of specialization.

The Training advisers will be responsible for the following tasks:

- Report to their respective Senior Adviser and Regional Police Coordinator, consistently with their chain of command
- To support the Head of Police Training, Senior Adviser and Regional Police Coordinator in all aspects related to the performance of advising, mentoring and monitoring activities in the area of training, with reference to the concerned ANP Regional or Provincial Command
- To advise, monitor and mentor the ANP on the developing and implementing of training strategies, programmes and methods within the framework of a national strategy developed centrally and enhancing their standards in the area concerned
- Lead the ANP towards an Afghan-owned and self-sustaining training capacity
- Maintain continuous liaison with the other Training advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, the Head of Police Training and Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in training
- Fluent in written and spoken English

Additional Requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform

EUPOL AFGHANISTAN

Job Title

Regional Police Coordinator

Post number

AFG 290

Location

RC West, Herat

Contract type

Seconded

Job Description

The *Regional Police Coordinator* will work under the overall guidance of the Head of Policing Development and Coordination Development and Coordination and assist the respective Senior Adviser in all aspects connected to the mentioned area of specialization and will be responsible for the following tasks:

- Report to the respective Senior Adviser
- To support the Senior Adviser in performing his/her duties
- Respond functionally to the Senior Advisor accordingly to the area of activity
- Assist the ANP Regional and Provincial Commanders and Commissioned Officers in improving their managerial capabilities and general comprehension of tasks and responsibilities related to their current functions
- To assist ANP Regional and Provincial Commanders and Commissioned Officers in enhancing their comprehension of democratic policing as well as in elaborating and implementing best practices
- Maintain continuous liaison with the other Mentors deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Senior Adviser in support of the objectives of the Mission

Qualifications and Experience

- University Degree, or equivalent, in Police related matters
- Police Officer with at least ten years of effective police experience, five years of which at middle management level
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- In-depth understanding of the following areas of activity: effective organizational policing structures, general policing, criminal investigation, training
- Fluent in written and spoken English

Additional Requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform
- Diploma on CEPOL Commanders Course, Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Regional Rule of Law Coordinator

Post number

AFG 291

Location

RC West, Herat

Contract type

Seconded

Job Description:

The *Regional RoL Coordinator* will work under the overall guidance of the Head of Regional RoL Development and Coordination.

The main duties of the *Regional RoL Coordinator* are to provide regional oversight, and management and programmatic support for the Rule of Law Programme, for a regional cluster of field offices.

Coordination and development of RoL programme in the region

- Management of Rule of Law activities of a cluster of field office staff in the respective region
- Report to Senior Adviser
- Coordination of institutional rule of law activities within the regional cluster
- Responsible for linking RoL central institutional work with work within the regions
- Establish and maintain good working relationships with stakeholders within the regions including Government, UN agencies, NGOs and civil society organizations
- Support regional judicial and law-enforcement activities on regional level
- Identify strategic medium- and long-term capacity building interventions in the Rule of Law sector; including law-enforcement and the judiciary and where appropriate implement, monitor and administer programmes.
- Perform quality control function of Rule of Law programming, including assessing impact and effectiveness, tracking outputs and results, and ensure timely and efficient delivery of project outputs through a client-satisfaction approach
- Provide technical advice and mentoring on training and awareness initiatives on basic human rights, code of conduct and principles of the justice system
- Ensure high quality reporting on Rule of Law activities
- Undertake any other tasks required by the Head of Mission and the Deputy Head of Mission/RoL in support of the objectives of the mission

Qualifications and Experience

- Advanced University Degree in Law, or equivalent academic training, preferably in Criminal, Police, Procedural Law, International Law or other related matters.
- Experience in a management and coordination role.

- Excellent reporting skills.
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as national partners.
- Highly resilient under physical and mental pressure and stress-resistant.
- At least 8 years of relevant professional experience.
- Proven experience and expertise in promoting rule of law in post-conflict situations, including project management (desirable).
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region.
- Fluency in the English language.

EUPOL AFGHANISTAN

Job Title

Criminal Investigation Department Adviser

Post number

AFG 293

Location

RC West, Herat

Contract type

Seconded

Job Description

The *Criminal Investigation Department (CID) Adviser* shall assist the respective Senior Adviser and the Regional Police Coordinator in all aspects connected to the mentioned area of specialization.

The CID Adviser will be responsible for the following tasks:

- Report to the respective Senior Adviser and Regional Police Coordinator
- To support the Senior Adviser and the Regional Police Coordinator in all aspects related to the performance of advising, mentoring and monitoring activities in the area of criminal investigations, with reference to the concerned ANP Regional or Provincial Command
- Advise, monitor and mentor the ANP on the implementation of the national strategy for criminal investigation and enhancing their standards in the area concerned, including the operational capacity to effectively collect and analyse information and to prevent and investigate crimes operating in closely with the prosecution and judicial system
- Strengthen the capabilities of the members of the CID at regional and provincial level up to the minimum skills to initiate and conduct a lawful and effective investigation process
- Monitor, in the relevant area, the ANP compliance with Afghanistan's obligations under the international human rights law as well as the ANP working within the framework of the rule of law
- Maintain continuous liaison with the other CID Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, Head of Regional Policing Development and Coordination and the Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context

- Substantive expertise in criminal investigations
- Adequate knowledge of the international law concerning human rights
- Fluent in spoken and written English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Adequate working knowledge of the Afghan criminal law as well as the justice system
- Expertise in forensic science

EUPOL AFGHANISTAN

Job Title

Mentor

Post number

AFG 301

Location

Badghis

Contract type

Seconded

Job Description

The Mentor level shall assist their respective Senior Adviser and Regional Police Coordinator in all aspects connected to the mentioned area of specialization and will be responsible for the following tasks:

- Report to their respective Senior Adviser and Regional Police Coordinator
- To support the Senior Adviser and Regional Police Coordinator in performing his/her mentoring duties
- Assist the ANP Regional and Provincial Commanders and Commissioned Officers in improving their managerial capabilities and general comprehension of tasks and responsibilities related to their current functions
- To assist ANP Regional and Provincial Commanders and Commissioned Officers in enhancing their comprehension of democratic policing as well as in elaborating and implementing best practices
- Maintain continuous liaison with the other Mentors deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, Head of Regional Policing Development and Coordination and the Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, or equivalent, in Police related matters
- Police Officer with at least 8 years of effective police experience, five years of which at middle management level
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- In-depth understanding of the following areas of activity: effective organizational policing structures, general policing, criminal investigation, training
- Fluent in written and spoken English

Additional Requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform
- Diploma on CEPOL Commanders Course, Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Criminal Investigation Department Adviser

Post number

AFG 302

Location

Badghis

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN Criminal Investigation Department (CID) Adviser shall assist the respective Senior Adviser and the Regional Police Coordinator in all aspects connected to the mentioned area of specialization.

The *CID Adviser* will be responsible for the following tasks:

- Report to their respective Senior Adviser and the Regional Police Coordinator
- To support the Police Adviser and the Regional Police Coordinator in all aspects related to the performance of advising, mentoring and monitoring activities in the area of criminal investigations, with reference to the concerned ANP Regional or Provincial Command
- Advise, monitor and mentor the ANP on the implementation of the national strategy for criminal investigation and enhancing their standards in the area concerned, including the operational capacity to effectively collect and analyse information and to prevent and investigate crimes operating in closely with the prosecution and judicial system
- Strengthen the capabilities of the members of the CID at regional and provincial level up to the minimum skills to initiate and conduct a lawful and effective investigation process
- Monitor, in the relevant area, the ANP compliance with Afghanistan's obligations under the international human rights law as well as the ANP working within the framework of the Rule of Law
- Maintain continuous liaison with the other CID Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, Head of Regional Policing Development and Coordination and the Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization.
- Adequate knowledge of the functioning of the EU in particular the CFSP and ESDP.
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress resistant

- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in criminal investigations
- Adequate knowledge of the international law concerning human rights
- Fluent spoken and written English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Adequate working knowledge of the Afghan criminal law as well as the justice system
- Expertise in forensic science

EUPOL AFGHANISTAN

Job Title

Criminal Investigation Department Adviser

Post number

AFG 303

Location

Badghis

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN Criminal Investigation Department (CID) Adviser shall assist the respective Senior Adviser and the Regional Police Coordinator in all aspects connected to the mentioned area of specialization.

The *CID Adviser* will be responsible for the following tasks:

- Report to their respective Senior Adviser and the Regional Police Coordinator
- To support the Police Adviser and the Regional Police Coordinator in all aspects related to the performance of advising, mentoring and monitoring activities in the area of criminal investigations, with reference to the concerned ANP Regional or Provincial Command
- Advise, monitor and mentor the ANP on the implementation of the national strategy for criminal investigation and enhancing their standards in the area concerned, including the operational capacity to effectively collect and analyse information and to prevent and investigate crimes operating in closely with the prosecution and judicial system
- Strengthen the capabilities of the members of the CID at regional and provincial level up to the minimum skills to initiate and conduct a lawful and effective investigation process
- Monitor, in the relevant area, the ANP compliance with Afghanistan's obligations under the international human rights law as well as the ANP working within the framework of the Rule of Law
- Maintain continuous liaison with the other CID Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, Head of Regional Policing Development and Coordination and the Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization.
- Adequate knowledge of the functioning of the EU in particular the CFSP and ESDP.
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress resistant

- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in criminal investigations
- Adequate knowledge of the international law concerning human rights
- Fluent spoken and written English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Adequate working knowledge of the Afghan criminal law as well as the justice system
- Expertise in forensic science

EUPOL AFGHANISTAN

Job Title

Training Adviser

Post number

AFG 306

Location

Badghis

Contract type

Seconded

Job Description

The **EUPOL AFGHANISTAN Training Advisers** shall assist their respective Senior Adviser and Regional Police Coordinator in all aspects connected to the mentioned area of specialization.

The Training advisers will be responsible for the following tasks:

- Report to their respective Senior Adviser and Regional Police Coordinator, consistently with their chain of command
- Support the Head of Police Training, Senior Adviser and Regional Police Coordinators in all aspects related to the performance of advising, mentoring and monitoring activities in the area of training, with reference to the concerned ANP Regional or Provincial Command
- To advise, monitor and mentor the ANP on the developing and implementing of training strategies, programmes and methods within the framework of a national strategy developed centrally and enhancing their standards in the area concerned
- Lead the ANP towards an Afghan-owned and self-sustaining training capacity
- Maintain continuous liaison with the other Training advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, the Head of Police Training and Senior Adviser in support of the objectives of the Mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in training
- Fluent in written and spoken English

Additional Requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform

EUPOL AFGHANISTAN

Job Title

Training Adviser

Post number

AFG 307

Location

Baghis

Contract type

Seconded

Job Description

The **EUPOL AFGHANISTAN Training Advisers** shall assist their respective Senior Adviser and Regional Police Coordinator in all aspects connected to the mentioned area of specialization.

The Training advisers will be responsible for the following tasks:

- Report to their respective Senior Adviser and Regional Police Coordinator, consistently with their chain of command
- Support the Head of Police Training, Senior Adviser and Regional Police Coordinators in all aspects related to the performance of advising, mentoring and monitoring activities in the area of training, with reference to the concerned ANP Regional or Provincial Command
- To advise, monitor and mentor the ANP on the developing and implementing of training strategies, programmes and methods within the framework of a national strategy developed centrally and enhancing their standards in the area concerned
- Lead the ANP towards an Afghan-owned and self-sustaining training capacity
- Maintain continuous liaison with the other Training advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, the Head of Police Training and Senior Adviser in support of the objectives of the Mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in training
- Fluent in written and spoken English

Additional Requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform

EUPOL AFGHANISTAN

Job Title

Training Adviser

Post number

AFG 313

Location

Ghor

Contract type

Seconded

Job Description

The **EUPOL AFGHANISTAN Training Advisers** shall assist their respective Senior Advisers and Regional Police Coordinator in all aspects connected to the mentioned area of specialization.

The *Training Adviser* will be responsible for the following tasks:

- Report to their respective Senior Adviser and Regional Police Coordinator, consistently with their chain of command
- Support the Head of Police Training, Senior Adviser and Regional Police Coordinators in all aspects related to the performance of advising, mentoring and monitoring activities in the area of training, with reference to the concerned ANP Regional or Provincial Command
- To advise, monitor and mentor the ANP on the developing and implementing of training strategies, programmes and methods within the framework of a national strategy developed centrally and enhancing their standards in the area concerned
- Lead the ANP towards an Afghan-owned and self-sustaining training capacity
- Maintain continuous liaison with the other Training Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, the Head of Police Training and Senior Adviser in support of the objectives of the Mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of ten 8 of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context

- Substantive expertise in training
- Fluent spoken and written English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform

EUPOL AFGHANISTAN

Job Title

Mentor

Post number

AFG 315

Location

Herat

Contract type

Seconded

Job Description

The Mentor level shall assist their respective Senior Adviser and Regional Police Coordinator in all aspects connected to the mentioned area of specialization and will be responsible for the following tasks:

- Report to their respective Senior Adviser and Regional Police Coordinator
- To support the Senior Adviser and Regional Police Coordinator in performing his/her mentoring duties
- Assist the ANP Regional and Provincial Commanders and Commissioned Officers in improving their managerial capabilities and general comprehension of tasks and responsibilities related to their current functions
- To assist ANP Regional and Provincial Commanders and Commissioned Officers in enhancing their comprehension of democratic policing as well as in elaborating and implementing best practices
- Maintain continuous liaison with the other Mentors deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, Head of Regional Policing Development and Coordination and the Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, or equivalent, in Police related matters
- Police Officer with at least 8 years of effective police experience, five years of which at middle management level
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- In-depth understanding of the following areas of activity: effective organizational policing structures, general policing, criminal investigation, training
- Fluent in written and spoken English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform
- Diploma on CEPOL Commanders Course, Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Senior Adviser

Post number

AFG 320

Location

RC South, Kandahar

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN **Senior Adviser** shall assist the Deputy Head of Mission/Police in performing his/her duties by directing and coordinating advisers and mentors deployed both at regional and provincial level.

The Senior Adviser will be responsible for the following tasks:

- Report to the Head of Mission (HoM) through the Deputy Head of Mission/Police in terms of accomplishment of the given mission
- Respond functionally to the Head of Regional Deployment and Coordination accordingly with the area of activity
- To assist, monitor and mentor the ANP Regional Commanders in identifying the weaknesses and the areas for improvement and leading them to improving their planning, management and performance capabilities in the identified areas
- Direct and coordinate Advisers and Mentors deployed both at regional and provincial level within the area of responsibility (AOR) of the concerned ANP Regional Command.
- Coordinate and synchronize the advising and mentoring activities within the AOR of the concerned ANP Regional Command
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Head of Regional Deployment and Coordination in support of the objectives of the Mission

Qualifications and Experience

- Advanced University Degree, or equivalent, in Police related matters
- Senior rank in a police force
- Minimum of ten years of effective and extensive operational police experience, at least five years of which at upper management level in his/her police organization
- Substantial knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- International professional experience
- Ability to manage and coordinate a diversified and multidisciplinary team with a relatively high number of posts
- In-depth understanding of the following areas of activity within the team: general policing, criminal

- investigation, border police, training etc.
- Fluent in written and spoken English

Additional Requirements

- Experience in Peacekeeping missions or in ESDP missions at upper level
- Professional experience in national and/or international assignments in planning and assisting crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform
- Diploma on CEPOL Commanders Course, Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Regional Rule of Law Coordinator

Post number

AFG 322

Location

RC South, Kandahar

Contract type

Seconded

Job Description:

The *Regional RoL Coordinator* will work under the overall guidance of the Head of Regional RoL Development and Coordination.

The main duties of the *Regional RoL Coordinator* are to provide regional oversight, and management and programmatic support for the Rule of Law Programme, for a regional cluster of field offices.

Coordination and development of RoL programme in the region

- Management of Rule of Law activities of a cluster of field office staff in the respective region
- Report to Senior Adviser
- Coordination of institutional rule of law activities within the regional cluster
- Responsible for linking RoL central institutional work with work within the regions
- Establish and maintain good working relationships with stakeholders within the regions including Government, UN agencies, NGOs and civil society organizations
- Support regional judicial and law-enforcement activities on regional level
- Identify strategic medium- and long-term capacity building interventions in the Rule of Law sector; including law-enforcement and the judiciary and where appropriate implement, monitor and administer programmes.
- Perform quality control function of Rule of Law programming, including assessing impact and effectiveness, tracking outputs and results, and ensure timely and efficient delivery of project outputs through a client-satisfaction approach
- Provide technical advice and mentoring on training and awareness initiatives on basic human rights, code of conduct and principles of the justice system
- Ensure high quality reporting on Rule of Law activities
- Undertake any other tasks required by the Head of Mission and the Deputy Head of Mission/RoL in support of the objectives of the mission

Qualifications and Experience

- Advanced University Degree in Law, or equivalent academic training, preferably in Criminal, Police, Procedural Law, International Law or other related matters.
- Experience in a management and coordination role.
- Excellent reporting skills.
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as national partners.

- Highly resilient under physical and mental pressure and stress-resistant.
- At least 8 years of relevant professional experience.
- Proven experience and expertise in promoting rule of law in post-conflict situations, including project management (desirable).
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region.
- Fluency in the English language.

EUPOL AFGHANISTAN

Job Title

Administrative Officer

Post number

AFG 335

Location

RC South, Kandahar

Contract type

Seconded/Contracted

Category

2

Job Description:

The *Administrative Officer* is acting as a link between EUPOL administration in the headquarters in Kabul and the regional/provincial offices.

The *Administrative Officer* shall assist the respective Senior Adviser in all aspects connected to the mentioned area of specialization and will be responsible for the following tasks:

- Report to their respective Senior Adviser
- Manage all administrative tasks in the regional office that are related to human resources, procurement, finance, CIS and logistics according to the requirements from EUPOL Headquarters and needs from regional office
- Ensure the daily management of the documentation and correspondence concerning the arrival, deployment, redeployments, extensions and end of missions of the international staff members
- Develop and update an organigram about the organisation structure in the region
- Responsible of keeping record in the regional office on leave days of personnel, filling in and sending leave requests, transportation requests, extension requests and performance assessments to HQ in Kabul
- Assist in the maintaining all the records related to the personnel in the region in the proper filling system, keeping all relevant documentation in secure and organized place and passing the information to the administration office in Kabul
- Responsible of national staff issues in the region including recruitment and national staff administrative tasks
- Liaise and cooperate on financial issues with relevant actors between HQ and regional/provincial offices
- Identify needs of goods and/or services specifically required for its area of responsibility and to technically define the appropriate requirements of the means required to cover these needs and to participate, as appropriate, in the correspondent processes to procure these goods and services
- To develop, manage and coordinate the mission procurement processes
- To manage internal mission procurement requires and activities
- Ensure the effective management of logistics databases, inventories and lists of equipment on the items related to his/her field of expertise
- Manage all files and email related to the mission, including archiving in cooperation with the mission
- Perform other related tasks as required

Qualifications and Experience

- University degree in Business Administration or equivalent academic or professional training
- A minimum of four years working experience in general administration preferably including experience from the human resources, finance, procurement, logistics and CIS tasks
- Extensive capacity to work with multiple tasks at the same time including attention to the details
- Strong experience in word processing and Excel as well as in handling databases
- International experience, preferably from field operations is desirable
- Familiarity with Council working procedures in civilian ESDP is an advantage
- Experience in planning and implementing the projects
- Fluent spoken and written English

EUPOL AFGHANISTAN

Job Title

Mentor

Post number

AFG 338

Location

Helmand

Contract type

Seconded

Job Description

The Mentor level shall assist their respective Senior Adviser and Regional Police Coordinator in all aspects connected to the mentioned area of specialization and will be responsible for the following tasks:

- Report to their respective Senior Adviser and Regional Police Coordinator
- To support the Senior Adviser and Regional Police Coordinator in performing his/her mentoring duties
- Assist the ANP Regional and Provincial Commanders and Commissioned Officers in improving their managerial capabilities and general comprehension of tasks and responsibilities related to their current functions
- To assist ANP Regional and Provincial Commanders and Commissioned Officers in enhancing their comprehension of democratic policing as well as in elaborating and implementing best practices
- Maintain continuous liaison with the other Mentors deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, Head of Regional Policing Development and Coordination and the Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, or equivalent, in Police related matters
- Police Officer with at least 8 years of effective police experience, five years of which at middle management level
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- In-depth understanding of the following areas of activity: effective organizational policing structures, general policing, criminal investigation, training
- Fluent in written and spoken English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform
- Diploma on CEPOL Commanders Course, Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Mentor

Post number

AFG 339

Location

Helmand

Contract type

Seconded

Job Description

The Mentor level shall assist their respective Senior Adviser and Regional Police Coordinator in all aspects connected to the mentioned area of specialization and will be responsible for the following tasks:

- Report to their respective Senior Adviser and Regional Police Coordinator
- To support the Senior Adviser and Regional Police Coordinator in performing his/her mentoring duties
- Assist the ANP Regional and Provincial Commanders and Commissioned Officers in improving their managerial capabilities and general comprehension of tasks and responsibilities related to their current functions
- To assist ANP Regional and Provincial Commanders and Commissioned Officers in enhancing their comprehension of democratic policing as well as in elaborating and implementing best practices
- Maintain continuous liaison with the other Mentors deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, Head of Regional Policing Development and Coordination and the Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, or equivalent, in Police related matters
- Police Officer with at least 8 years of effective police experience, five years of which at middle management level
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- In-depth understanding of the following areas of activity: effective organizational policing structures, general policing, criminal investigation, training
- Fluent in written and spoken English

Additional desirable requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform
- Diploma on CEPOL Commanders Course, Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

CID Adviser

Post number

AFG 340

Location

Helmand

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN Criminal Investigation Department (CID) Adviser shall assist the respective Senior Adviser and the Regional Police Coordinator in all aspects connected to the mentioned area of specialization.

The CID adviser will be responsible for the following tasks:

- Report to their respective Senior Adviser and the Regional Police Coordinator
- To support the Police Adviser and the Regional Police Coordinator in all aspects related to the performance of advising, mentoring and monitoring activities in the area of criminal investigations, with reference to the concerned ANP Regional or Provincial Command
- Advise, monitor and mentor the ANP on the implementation of the national strategy for criminal investigation and enhancing their standards in the area concerned, including the operational capacity to effectively collect and analyse information and to prevent and investigate crimes operating in closely with the prosecution and judicial system
- Strengthen the capabilities of the members of the CID at regional and provincial level up to the minimum skills to initiate and conduct a lawful and effective investigation process
- Monitor, in the relevant area, the ANP compliance with Afghanistan's obligations under the international human rights law as well as the ANP working within the framework of the rule of law
- Maintain continuous liaison with the other CID Advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Operations and the Senior Police Adviser in support of the objectives of the Mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP.
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners

- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in criminal investigations
- Adequate knowledge of the international law concerning human rights
- Fluent in written and spoken English

Additional Requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Adequate working knowledge of the Afghan criminal law as well as the Justice system
- Expertise in forensic science

EUPOL AFGHANISTAN

Job Title

Training Adviser

Post number

AFG 343

Location

Helmand

Contract type

Seconded

Job Description

The **EUPOL AFGHANISTAN Training Advisers** shall assist their respective Senior Adviser and Regional Police Coordinator in all aspects connected to the mentioned area of specialization.

The Training advisers will be responsible for the following tasks:

- Report to their respective Senior Adviser and Regional Police Coordinator, consistently with their chain of command
- Support the Head of Police Training, Senior Adviser and Regional Police Coordinators in all aspects related to the performance of advising, mentoring and monitoring activities in the area of training, with reference to the concerned ANP Regional or Provincial Command
- To advise, monitor and mentor the ANP on the developing and implementing of training strategies, programmes and methods within the framework of a national strategy developed centrally and enhancing their standards in the area concerned
- Lead the ANP towards an Afghan-owned and self-sustaining training capacity
- Maintain continuous liaison with the other Training advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Operations and the Head of Training Component/Senior Police Adviser in support of the objectives of the Mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in training

- Fluent in written and spoken English

Additional Requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform

EUPOL AFGHANISTAN

Job Title

Training Adviser

Post number

AFG 344

Location

Helmand

Contract type

Seconded

Job Description

The **EUPOL AFGHANISTAN Training Advisers** shall assist their respective Senior Adviser and Regional Police Coordinator in all aspects connected to the mentioned area of specialization.

The Training advisers will be responsible for the following tasks:

- Report to their respective Senior Adviser and Regional Police Coordinator, consistently with their chain of command
- Support the Head of Police Training, Senior Adviser and Regional Police Coordinators in all aspects related to the performance of advising, mentoring and monitoring activities in the area of training, with reference to the concerned ANP Regional or Provincial Command
- To advise, monitor and mentor the ANP on the developing and implementing of training strategies, programmes and methods within the framework of a national strategy developed centrally and enhancing their standards in the area concerned
- Lead the ANP towards an Afghan-owned and self-sustaining training capacity
- Maintain continuous liaison with the other Training advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Operations and the Head of Training Component/Senior Police Adviser in support of the objectives of the Mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in training
- Fluent in written and spoken English

Additional Requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform

EUPOL AFGHANISTAN

Job Title

Training Adviser

Post number

AFG 345

Location

Helmand

Contract type

Seconded

Job Description

The **EUPOL AFGHANISTAN Training Advisers** shall assist their respective Senior Adviser and Regional Police Coordinator in all aspects connected to the mentioned area of specialization.

The Training advisers will be responsible for the following tasks:

- Report to their respective Senior Adviser and Regional Police Coordinator, consistently with their chain of command
- Support the Head of Police Training, Senior Adviser and Regional Police Coordinators in all aspects related to the performance of advising, mentoring and monitoring activities in the area of training, with reference to the concerned ANP Regional or Provincial Command
- To advise, monitor and mentor the ANP on the developing and implementing of training strategies, programmes and methods within the framework of a national strategy developed centrally and enhancing their standards in the area concerned
- Lead the ANP towards an Afghan-owned and self-sustaining training capacity
- Maintain continuous liaison with the other Training advisers deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police, the Head of Police Training and Senior Adviser in support of the objectives of the mission

Qualifications and Experience

- University Degree, Police Academy Degree or equivalent skills and experiences
- Senior professional in a police force
- Minimum of 8 years of effective police experience at operational level in his/her police organization
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Substantive expertise in training
- Fluent in written and spoken English

Additional Requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform

EUPOL AFGHANISTAN

Job Title

Rule of Law Adviser

Post number

AFG 346

Location

Helmand

Contract type

Seconded

Job Description:

- Report to the Regional RoL Coordinator and the Senior Adviser on the developments and results of the activities undertaken
- Engage directly with the chief prosecutor's office and chief of police's office through mentoring and advising them in police-prosecution coordination issues
- Conduct frequent training sessions with criminal prosecutors, judges and investigative police; specifically focused towards investigatory and trial advocacy skills
- Assist in the development and implementation of a nationwide training program for police and prosecutors and other judicial officials
- Enhance the awareness of Human Rights, Gender issues and Children's Rights within the Afghan National Police and Justice Institutions
- Assist the Team Leader in program reporting to include a report analysing the role of informal/customary justice in the designated province and identifying areas for potential coordination and cooperation with the formal justice system
- Liaise with local and international stakeholders by establishing and maintaining relationships with key local stakeholders including, but not limited to, local government officials, provincial and district-level police, prosecutors and judges, international organisations involved in the justice sector, Afghan civil society organisations, and customary and traditional law actors
- Performing other duties as required

Qualifications and Experience:

- University Degree in Law, or equivalent academic training preferably with post-graduate or master studies in Criminal or Procedural Law, International Relations, Human Rights or Gender or other related matters
- Good knowledge of judicial reform process and the functions and practices of criminal procedures including criminal investigation and prosecution.
- Proven liaison and training skills
- Must have good networking skills, work well with others, and be respectful of Afghan legal and cultural traditions

- Ability to acquire useful information from a variety of sources and incorporate it into accurate reports
- Have the ability to use own initiative when working individually as well as being an integral team member within a multi-national environment
- Knowledge of EU Civilian Crisis Management and previous ESDP experience desirable.
- An understanding or experience of Rule of Law (Justice and Police) and/or Civilian Crisis Management interventions - especially training aspects
- Proficiency in English

EUPOL AFGHANISTAN

Job Title

Senior Adviser

Post number

AFG 362

Location

RC East

Contract type

Seconded

Job Description

The EUPOL AFGHANISTAN **Senior Adviser** shall assist the Deputy Head of Mission/Police in performing his/her duties by directing and coordinating advisers and mentors deployed both at regional and provincial level.

The Senior Adviser will be responsible for the following tasks:

- Report to the Head of Mission (HoM) through the Deputy Head of Mission/Police in terms of accomplishment of the given mission
- Respond functionally to the Head of Regional Deployment and Coordination accordingly with the area of activity
- To assist, monitor and mentor the ANP Regional Commanders in identifying the weaknesses and the areas for improvement and leading them to improving their planning, management and performance capabilities in the identified areas
- Direct and coordinate Advisers and Mentors deployed both at regional and provincial level within the area of responsibility (AOR) of the concerned ANP Regional Command.
- Coordinate and synchronize the advising and mentoring activities within the AOR of the concerned ANP Regional Command
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Head of Regional Deployment and Coordination in support of the objectives of the Mission

Qualifications and Experience

- Advanced University Degree, or equivalent, in Police related matters
- Senior rank in a police force
- Minimum of ten years of effective and extensive operational police experience, at least five years of which at upper management level in his/her police organization
- Substantial knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- International professional experience
- Ability to manage and coordinate a diversified and multidisciplinary team with a relatively high number of posts

- In-depth understanding of the following areas of activity within the team: general policing, criminal investigation, border police, training etc.
- Fluent in written and spoken English

Additional Requirements

- Experience in Peacekeeping missions or in ESDP missions at upper level
- Professional experience in national and/or international assignments in planning and assisting crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform
- Diploma on CEPOL Commanders Course, Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Regional Police Coordinator

Post number

AFG 363

Location

RC East

Contract type

Seconded

Job Description

The *Regional Police Coordinator* will work under the overall guidance of the Head of Policing Development and Coordination Development and Coordination and assist the respective Senior Adviser in all aspects connected to the mentioned area of specialization and will be responsible for the following tasks:

- Report to the respective Senior Adviser
- To support the Senior Adviser in performing his/her mentoring duties
- Respond functionally to the Senior Advisor accordingly to the area of activity
- Assist the ANP Regional and Provincial Commanders and Commissioned Officers in improving their managerial capabilities and general comprehension of tasks and responsibilities related to their current functions
- To assist ANP Regional and Provincial Commanders and Commissioned Officers in enhancing their comprehension of democratic policing as well as in elaborating and implementing best practices
- Maintain continuous liaison with the other Mentors deployed within the same ANP Regional Command area of responsibility
- Undertake any other tasks required by the Head of Mission, the Deputy Head of Mission/Police and the Senior Adviser in support of the objectives of the Mission

Qualifications and Experience

- University Degree, or equivalent, in Police related matters
- Police Officer with at least ten years of effective police experience, five years of which at middle management level
- Adequate knowledge of the functioning of the EU, in particular the CFSP and ESDP
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as international partners
- Highly resilient under physical and mental pressure and stress-resistant
- Experience in crisis management missions, preferable connected to Afghanistan or other areas within the same geopolitical context
- In-depth understanding of the following areas of activity: effective organizational policing structures, general policing, criminal investigation, training
- Fluent in written and spoken English

Additional Requirements

- Adequate working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region
- Professional experience of projects related to police reform
- Diploma on CEPOL Commanders Course, Civilian Crisis Management Aspects or an EU Civilian Crisis Management Course

EUPOL AFGHANISTAN

Job Title

Regional RoL Coordinator

Post number

AFG 364

Location

RC East

Contract type

Seconded

Job Description:

The *Regional RoL Coordinator* will work under the overall guidance of the Head of Regional RoL Development and Coordination.

The main duties of the *Regional RoL Coordinator* are to provide regional oversight, and management and programmatic support for the Rule of Law Programme, for a regional cluster of field offices.

- Coordination and development of RoL programme in the region
- Management of Rule of Law activities of a cluster of field office staff in the respective region
- Report to Senior Adviser
- Coordination of institutional rule of law activities within the regional cluster
- Responsible for linking RoL central institutional work with work within the regions
- Establish and maintain good working relationships with stakeholders within the regions including Government, UN agencies, NGOs and civil society organizations
- Support regional judicial and law-enforcement activities on regional level
- Identify strategic medium- and long-term capacity building interventions in the Rule of Law sector; including law-enforcement and the judiciary and where appropriate implement, monitor and administer programmes.
- Perform quality control function of Rule of Law programming, including assessing impact and effectiveness, tracking outputs and results, and ensure timely and efficient delivery of project outputs through a client-satisfaction approach
- Provide technical advice and mentoring on training and awareness initiatives on basic human rights, code of conduct and principles of the justice system
- Ensure high quality reporting on Rule of Law activities
- Undertake any other tasks required by the Head of Mission and the Deputy Head of Mission/RoL in support of the objectives of the mission

Qualifications and Experience

- Advanced University Degree in Law, or equivalent academic training, preferably in Criminal, Police, Procedural Law, International Law or other related matters.
- Experience in a management and coordination role.

- Excellent reporting skills.
- Excellent interpersonal skills and ability to communicate internally and to relate with multi-national and international organisations as well as national partners.
- Highly resilient under physical and mental pressure and stress-resistant.
- At least 8 years of relevant professional experience.
- Proven experience and expertise in promoting rule of law in post-conflict situations, including project management (desirable).
- Good working knowledge of the political, cultural and security situation of Afghanistan or other areas within the same geopolitical region.
- Fluency in the English language.

EUPOL AFGHANISTAN

Job Title

Administrative Officer

Post number

AFG 375

Location

RC East

Contract type

Seconded/Contracted

Category

2

Job Description:

The *Administrative Officer* is acting as a link between EUPOL administration in the headquarters in Kabul and the regional/provincial offices.

The *Administrative Officer* shall assist the respective Senior Adviser in all aspects connected to the mentioned area of specialization and will be responsible for the following tasks:

- Report to their respective Senior Adviser
- Manage all administrative tasks in the regional office that are related to human resources, procurement, finance, CIS and logistics according to the requirements from EUPOL Headquarters and needs from regional office
- Ensure the daily management of the documentation and correspondence concerning the arrival, deployment, redeployments, extensions and end of missions of the international staff members
- Develop and update an organigram about the organisation structure in the region
- Responsible of keeping record in the regional office on leave days of personnel, filling in and sending leave requests, transportation requests, extension requests and performance assessments to HQ in Kabul
- Assist in the maintaining all the records related to the personnel in the region in the proper filling system, keeping all relevant documentation in secure and organized place and passing the information to the administration office in Kabul
- Responsible of national staff issues in the region including recruitment and national staff administrative tasks
- Liaise and cooperate on financial issues with relevant actors between HQ and regional/provincial offices
- Identify needs of goods and/or services specifically required for its area of responsibility and to technically define the appropriate requirements of the means required to cover these needs and to participate, as appropriate, in the correspondent processes to procure these goods and services
- To develop, manage and coordinate the mission procurement processes
- To manage internal mission procurement requires and activities
- Ensure the effective management of logistics databases, inventories and lists of equipment on the items related to his/her field of expertise
- Manage all files and email related to the mission, including archiving in cooperation with the mission
- Perform other related tasks as required

Qualifications and Experience

- University degree in Business Administration or equivalent academic or professional training
- A minimum of four years working experience in general administration preferably including experience from the human resources, finance, procurement, logistics and CIS tasks
- Extensive capacity to work with multiple tasks at the same time including attention to the details
- Strong experience in word processing and Excel as well as in handling databases
- International experience, preferably from field operations is desirable
- Familiarity with Council working procedures in civilian ESDP is an advantage
- Experience in planning and implementing the projects
- Fluent spoken and written English

EUPOL AFGHANISTAN

Job Title

Security/SDC Officer

Post number

AFG 376

Location

RC East

Contract type

Seconded/Contracted

Category

2

Job Description

The Security/SDC Officer under the direction of the Senior MSO, will:

- Implement security requirements for EU - led civilian crisis management operations
- Assist the SMSO in the development of The Mission security plan, supporting security safety instructions and procedures
- Assess the security situation and maintain updated security and contingency plans ensuring that plans for relocation/evacuation to safe havens are current and able to be utilised at short notice.
- Conduct or initiate security surveys of mission member's personal protective security requirements, transport security, residential and office security
- Ensure that all security and communications equipment is kept up-to-date and in a state of operational readiness
- Conduct regular security drills, communication tests and evacuation exercises
- Provide briefings to new staff when directed on matters affecting their security and ensure that all staff are properly prepared for emergencies
- Establish liaison as directed and co-operative closely with ISAF, other international organisations and national law enforcement agencies or other authorities in the member states and third states that the mission might operate alongside
- Provide comprehensive reports to the SMSO on any incidents affecting mission staff and initiate necessary follow up action with the appropriate authorities
- Generate elaborate, precise and accurate reports concerning information received that impacts upon the mission, providing appropriate analyses and assessment of all pertinent information
- Produce briefings and presentation relating to their sphere of work for the benefit of the mission
- Assist in the definition and implementation of the security and safety instructions for the mission (including risk assessment/evacuation/extraction plans), analysing and assessing the threat level and maintain updated security and contingency plans for the relocation/evaluation
- Report and assist the MSO on the security level and state of alert for the mission staff
- Provide assistance and appropriate response to mission members in respect of security measures, ensuring that all necessary actions are provided in support of any related situation, particularly in emergency cases

Qualifications and Experience

- Must maintain the highest standards of personal integrity, impartiality and self-discipline.
- Exercise the highest level of personal and operational security. This includes not being allowed to provide or discuss any information or document as a result of access to classified and/or sensitive information related to the mission or respective tasks and activities. The participants shall carry out their duties and act in the interest of the mission.
- A minimum of 3 years overall professional experience including appropriate International experience in civilian/post conflict security management and/or other relevant areas of civilian crisis management operations
- Proven ability to successfully negotiate and liaise at all levels with military, police or civilian authorities responsible for security
- Ability to compile and analyze information with specific regard to security related aspects.
- Very good organizational, planning, and time-management skills
- Good knowledge of the methods involved in the development of security strategies and procedures

Job Requirements - Desirable

- Experience of Similar International Missions
- Knowledge of local languages
- Experience of working in Afghanistan/post conflict environments
- Knowledge of health and safety in similar environment
- Experience and knowledge of firearms and associated issues