



INTERNATIONAL PERSONNEL REQUIREMENTS

(financed under the EC ENPI programme)

General points concerning international personnel:

- All international personnel of the EU Border Assistance Mission to Moldova and Ukraine (“the Mission”) should be **EU citizens** except where otherwise stated in the job descriptions.
- Posts should be filled by **active (or recently retired) civil servants / border police / border guard or customs officials** from relevant national or European-level public administrations, whether for “core” or “field” personnel of the Mission.
- All international personnel of the Mission will receive a **monthly living/risk/hardship allowance** from the Mission’s budget, to cover the costs for accommodation, meals, etc. and to compensate for hardship and risks in the countries. This allowance will be € 3,300 per month. In addition, the budget will also cover **insurance** for Mission personnel, as well as **travel expenditure** (in economy class) including one return trip home every six months.
- Mission personnel may, depending on operational requirements and work schedules, be expected to also work in **night shifts** and **during weekends**. As a rule, they will be expected to work 40h per week, however with the equivalent of two days off per week, 2.5 working days of leave and 1 day of sick leave paid (if applicable) for every month in the Mission.
- **“Field” personnel** of the Mission (tactical level) should be **seconded** by their national administration, which will continue paying their national salaries throughout this assignment.
- The **duration of the assignment** will be up to twenty (20) months.
- Personnel should ensure the validity of their **national passports** and apply directly to the **Moldovan and Ukrainian consulates** for the necessary **working visas (C-1)** prior to commencing duties for the Mission. Such working visas are a requirement for obtaining a status according to Art. 37 of the 1961 Vienna Convention on Diplomatic Relations (for holders of ordinary or service passports) or a status according to Art. 31 of the 1961 Vienna Convention on Diplomatic Relations (for holders of diplomatic passports). Upon arrival, they will be temporarily included in the diplomatic lists of the Delegation of the European Commission to Ukraine or in the diplomatic list of the Delegation of the European Commission to Moldova as personnel of the EU Border Assistance Mission, and receive a “service card” certifying this status for the duration of this

assignment. A list of the Mission personnel will be circulated to Moldovan and Ukrainian authorities

- Personnel will be expected to make their **own accommodation arrangements** while in Moldova or Ukraine. The project support personnel will however to the extent possible provide initial guidance / advice to Mission personnel.
- **Job descriptions provided hereunder are indicative** and may be further revised with regard to operational requirements
- Applications for **“core” and “field” personnel posts** should be sent, together with a detailed *Curriculum vitae* in English language (form to be downloaded from <https://europass.cedefop.europa.eu>), **through the relevant national administrations of the EU Member States** to the EC Delegation in Kyiv, by e-mail to Delegation-Ukraine@ec.europa.eu (and copies to: vacancies@eubam.org, vacancies-bam@undp.org, uwe.federsel@eubam.org and to nato.gzobava@eubam.org) with reference “Application for a post in the EU Border Assistance Mission to Moldova and Ukraine”.
- Applicants interested in “core” personnel posts and currently not employed by a national administration of an EU Member State, may submit their applications directly to the e-mail addresses mentioned above
- Applications should be received:
 - ***for “core” personnel posts:*** no later than **Friday, 14 March 2008;**
 - ***for “field” personnel posts:*** no later than **Friday, 11 April 2008.**
- All personnel (“core” and “field” personnel) will have to acknowledge the EUBAM’s **Code of Conduct and Standard Administrative Procedures** which will apply for the duration of the assignment.

- Previous experience (minimum 8 years) in a Customs operational service of which a minimum of 4 years in a Customs investigation department or equivalent.
- Knowledge of recognised data protection provisions, respect of confidentiality clauses regarding any sensitive/confidential information which could be received or handled in the exercise of the duties.
- Very good command of written and oral English
- Knowledge of Russian and/or Ukrainian and/or Moldovan (Romanian) is a distinct asset
- Earlier international exposure, the ability to work in a multicultural environment, or participation in Border Police reform projects in third countries is an asset.
- Corresponding national security clearance.

d) Border guard / border police officials with middle management experience

Functions (indicative):

- To assess the managerial set-up of the local authorities at middle management level and assist them in developing management skills in the related field, as well as provide constructive advice during the implementation of given recommendations.
- To monitor, assist, advise, recommend and provide on-job training on a daily basis to Moldovan/Ukrainian border guard officials in a live work environment
- To improve operational effectiveness of partner services through transfer of skills and good practices, including e.g. profiling and other risk assessment, use of special equipment, etc.
- To provide pro-active advice and support to the counterpart border guard service in the practical working environment on the basis of relevant Moldovan/Ukrainian legislation
- To assist and advise local authorities in the identification of cross-border crime as well as in the prevention of corruption
- To contribute to regular reporting

Requirements:

- Citizenship of an EU Member State, active (or recently retired) border police/border guard officials of EU Member States at the operational or tactical level.
- Previous experience (minimum 10 years) in border police/border guard service (border crossing points or green border operations), of which minimum 5 years in middle management position(s).
- Previous involvement in management capacity building projects will be an asset.
- Investigation skills, especially in cross-border crime such as car trafficking, drugs, human trafficking, etc

- Respect of confidentiality clauses regarding any sensitive/confidential information which could be received or handled in the exercise of the duties.
- *Very good command of English*, which is the Mission's working language; knowledge of Russian and/or Ukrainian and/or Romanian will be a distinct asset.
- Earlier international exposure, the ability to work in a multicultural environment, or participation in border management reform projects in third countries will be an asset
- Corresponding national security clearance

e) Border guard / border police officials with training experience

Functions (indicative):

- To develop curricula for training activities for partner services, especially for the Training Centres run by the Border Guard Services of Moldova and Ukraine.
- To assist the relevant agencies in delivering trainings as well as to evaluate the progress in implementing given recommendations.
- To improve operational effectiveness of partner services through transfer of skills and good practices, including e.g. profiling and other risk assessment, use of special equipment, etc.
- To provide pro-active advice and support to the partner Border Guard Service in the practical working environment on the basis of relevant Moldovan/Ukrainian legislation.
- To assist and advice local authorities in the identification of cross-border crime as well as in the prevention of corruption
- To assist and advice local authorities in capacity building for the creation of a more effective border control and surveillance regime.
- To contribute to regular reporting.

Requirements:

- Citizenship of an EU Member State, active (or recently retired) border police/border guard officials of EU Member States at the operational or tactical level.
- Previous experience (minimum 10 years) in cross-border operations, of which minimum 3 year in training activities.
- Experience in developing and delivering trainings, especially for TOT² programmes.
- Investigation skills, especially in cross border crime such as car trafficking, drugs, human trafficking, etc.

² Training of Trainers (TOT)