

<b>Position:</b> Legal Officer	<b>Employment Regime:</b> Seconded	
<b>Ref. number:</b> EK 40171 Confirmed Vacancies: 1 Pending Vacancies: 0	<b>Location:</b> Western Balkans Region (Kosovo)	<b>Availability:</b> ASAP
<b>Pillar/Department/Unit:</b> Human Rights Review Panel	<b>Security Clearance Level:</b> EU SECRET or equivalent	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Legal Officer reports to the Chair of the Human Rights Review Panel (HRRP).

### 2. Main Tasks and Responsibilities:

- To conduct legal research regarding international human rights law and human rights issues;
- To research and advise the Members of the HRRP on the applicable law and the international human rights instruments and principles relevant to complaints under review;
- To provide support to the HRRP during the review and deliberations of recommendations;
- To review, analyse and advise on all documents relevant to complaints under review;
- To draft legal opinions, reports, briefing notes and other legal documents;
- To draft findings and recommendations for the HRRP for submission to the Head of Mission;
- To undertake any other tasks as required by the Line Manager.

### 3. Mission Specific Tasks and Responsibilities:

N/A

### 4. Essential and Qualifications Experience:

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree; The qualification should be in the field of Law or Public Administration; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements;
- Experience in working with the judiciary and/or law enforcement agencies from a human rights perspective.

### 5. Essential Knowledge, Skills and Abilities:

- Excellent knowledge of international and regional human rights instruments and institutional mandates such as the European Convention for the Protection of Human Rights and Fundamental Freedoms, EU policies, legislation, guidelines and best practices applicable in the human rights and rule of law sector;
- Excellent analytical, research and legal drafting skills.

### 6. Desirable Qualifications and Experience:

- Experience in case work/processing and complaints handling.

### 7. Desirable Knowledge, Skills and Abilities:

- Substantial knowledge of the functioning of the EU.