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| <b>Position:</b><br>Operations Officer of<br>International Police Cooperation<br>Unit   | <b>Employment Regime:</b><br>Seconded                                |  |
| <b>Ref. Number:</b><br>EK 40059<br>Confirmed Vacancies: 1<br>Pending Vacancies: 0   | <b>Location:</b><br>Western Balkans Region<br>(Kosovo)               | <b>Availability:</b><br>May-19                       |
| <b>Pillar/Department/Unit:</b><br>Operations Pillar/ Criminal<br>Intelligence and Cooperation<br>Unit/ International Police<br>Cooperation Unit | <b>Security Clearance Level:</b><br>EU CONFIDENTIAL or<br>equivalent | <b>Open to Contributing<br/>Third States:</b><br>Yes |

### 1. Reporting Line:

The Operations Officer of the International Police Cooperation Unit reports to the Team Leader of International Police Cooperation Unit.

### 2. Main Tasks and Responsibilities:

- To contribute on the operational level and in his/her field of expertise, to the Mission mandate implementation in line with the CONOPS, OPLAN and Mission Implementation Plan (MIP) and ensuring relations with Interpol and Europol;
- To provide relevant support for the operational requirements of the Head of Criminal Intelligence and Cooperation Unit, and of other Units;
- To ensure timely and accurate reporting and information flow as per planning documents, including the MIP and other reports of the Mission;
- To undertake any other related tasks as requested by the Team Leader of International Police Cooperation Unit.

### 3. Mission Specific Tasks and Responsibilities:

- To maintain cooperation and communication with the competent services of INTERPOL, EUROPOL and Kosovo Police International Police Cooperation Unit (ILECU);
- To cooperate with Kosovo Police (KP) offices and judicial authorities regarding vehicle crime matters;
- To maintain the database associated with requests to and from the Criminal Intelligence and Cooperation Unit, KP offices and INTERPOL, EUROPOL, ILECU and third countries;
- To manage everyday routine operation and services of the INTERPOL NCB and future ERUOPOL 'national contact point'.

### 4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree in the field of Law, Political, Social Sciences, Public Administration or other related fields OR equivalent and attested police or/and military education;
- A minimum of 5 years of relevant professional experience in International Police Cooperation and working with INTERPOL, EUROPOL, SIRENE, Bi-lateral cooperation and with mutual assistance, after having fulfilled the education requirements;
- Senior law enforcement officer;

- Background in organised crime investigations and experience of the intelligence function, international policing experience, international cooperation agreements.

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

- Working knowledge of cooperating with other entities (FRONTEX, SELEC centres, ILECU project, embassies, etc.);
- Proficient with access into the I-24/7 INTERPOL database and SIENA system;
- Very good interpersonal and communication skills, both written and oral.

**6. Desirable Qualifications and Experience:**

- Authorised to carry and issued a personal weapon.

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

- Ability to perform under stress and in difficult circumstances;
- Readiness to work in Pristina or Mitrovica.