

# EUROPEAN EXTERNAL ACTION SERVICE



## Annex 1

<p><b>European Union CSDP Mission in Mali</b>  <b>(EUCAP Sahel Mali)</b>  <b>1-2015 Call for Contributions for Visiting Experts</b></p>
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<b>Organisation:</b>	European Union CSDP Mission in Mali (EUCAP Sahel Mali)			
<b>Job Location:</b>	Bamako			
<b>Availability:</b>	As indicated below			
<b>Staff Regime:</b>	Seconded			
<b>Job Titles/ Vacancy notice</b>	<b>Ref.:</b>	<b>Name of the Post</b>	<b>Location:</b>	<b>Proposed period of deployment:</b>
	VE 01	Logistics and Warehouse Management Expert	Bamako	02.11.2015 - 20.11.2015
	VE 02	Expert in Training Methodologies	Bamako	02.11.2015 - 27.11.2015
	VE 03	Audit Expert	Bamako	23.11.2015 - 18.12.2015

<b>Deadline for applications:</b>	25 September 2015 at 17:00 Brussels time
<b>E-mail address to send the Job Application Form:</b>	<a href="mailto:cpcc-mali@eeas.europa.eu">cpcc-mali@eeas.europa.eu</a>
<b>Information:</b>	<p>For more information relating to selection and recruitment, please contact the Civilian Planning and Conduct Capability (CPCC):</p> <p style="text-align: center;"><b>Ms Piret PALUSOO</b>  <a href="mailto:piret.palusoo@eeas.europa.eu">piret.palusoo@eeas.europa.eu</a>                      OR  <b>Ms Carmen EPURE</b>  <a href="mailto:carmen.epure@ext.eeas.europa.eu">carmen.epure@ext.eeas.europa.eu</a></p>

**Seconded Personnel** – Only personnel nominations received through official channels from EU Member States will be considered. The Mission pays the daily allowances for Visiting Experts, the travel costs to and from the place of deployments reserved by the Mission and any duty travel undertaken by Visiting Experts while on deployment. Each EU Member State bears the salary and other costs related to the Visiting Experts put at the Mission's disposal, according to Council document 8551/12 (4 April 2012) 9084/13 and 9084/13 (30 April 2013).

**Tour of Duty** – The duration of the deployment is indicated in the Job Descriptions.

The Civilian Operations Commander requests that EU Member States propose candidates for the following international expert positions for EUCAP Sahel Mali, according to the requirements and profiles described below:

### **A. Essential requirements**

EU Member States are requested to ensure that the following essential requirements are strictly met and accepted in respect of civilian international experts to the Mission.

**Citizenship** – The candidates must be citizens of an EU Member State.

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

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

**Flexibility and adaptability** – The candidates must be able to work in arduous conditions with a limited network of support and with unpredictable working hours and a considerable workload. They must have the ability to work professionally as a member of a team, in task forces and working groups with mixed composition (e.g. police, judicial, civilian and military staff) and be able to cope with extended separation from family and usual environment.

**Availability** – The candidates must be able to undertake any other administrative tasks related with the competencies, responsibilities and functions of the respective position within the Mission, as required by the Head of Mission.

**Physical and mental health** – The candidates must be physically fit and in good health without any physical or mental problems or substance dependency which may impair operational performance in the Mission. To ensure duty of care in a non-benign environment, selected personnel should, in principle, be under the normal age of retirement in EU Member States.

**Language Skills**<sup>1</sup> – Language requirements are specified in the respective job descriptions.

**Computer Skills** – The candidates must be skilled in word processing, spread sheet and E-mail systems. Knowledge of other IT tools will be an asset.

**Training** – e-Hest<sup>2</sup> or equivalent is required.

**Driving license** – The candidates must be in possession of a valid – including Mission area – civilian driving license for motor vehicles (Category B or equivalent). They also must be able to drive any 4-wheel-drive vehicle. Category C driving license is desirable or as specified in the respective job description.

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<sup>1</sup> [http://www.coe.int/t/dg4/education/elp/elp-reg/Source/assessment\\_grid/assessment\\_grid\\_english.pdf](http://www.coe.int/t/dg4/education/elp/elp-reg/Source/assessment_grid/assessment_grid_english.pdf)

<sup>2</sup> <https://webgate.ec.europa.eu/eeas/ehest/login/signup.php>

Serious deficiencies in any of these essential requirements may result in repatriation/termination of the secondment/contract.

## **B. Recommended requirements**

**Knowledge of the EU Institutions** – The candidates should have a good knowledge of the EU Institutions and international standards, particularly related to the Common Foreign and Security Policy (CFSP), including the Common Security and Defence Policy (CSDP).

**Knowledge of Sahel area** – The candidates should have a good knowledge of the history, culture, social and political situation of the region; and also knowledge of the police, judiciary and governmental structures (distinct advantage).

**Knowledge and experience of Security Sector Reform:** The candidates must be acquainted with Security Sector Reform concepts and practices, especially in Africa (distinct advantage).

**Training and experience** – The candidates should have attended a Civilian Crisis Management Course or have participated in a CSDP Mission (desirable).

## **C. Essential documents and equipment for selected candidates**

**Passport** – The selected candidates must obtain a passport from their respective national authorities. If possible, a Service Passport or Diplomatic Passport should be issued.

**Visas** – EU Member States and Mission members must ensure that visas are obtained for entry into the Mission area prior to departure from their home country. It is also essential to obtain any transit visas, which may be required for passage through countries en route to the Mission.

**Security clearance required** – The selected candidates will have to be in possession of the necessary level of Personnel Security Clearance (PSC) as specified in the respective job description. The original certificate of the national security clearance or a proof of the initiation of the process must accompany them upon deployment. Access to EUCI will be limited to RESTRICTED until the issuance of their national security clearance.

**Certificate/Booklet of vaccination** – The selected candidates must be in possession of a valid certificate/booklet of vaccination showing all vaccinations and immunizations received. They also must be vaccinated according to the required immunizations for the Mission area. Yellow fever vaccination is compulsory to be admitted in the country.

**Medical certificate** – The selected candidates should undergo an extensive medical examination and be certified medically fit for Mission duty by a competent authority from the EU Member State. A copy of this certification must accompany deployed seconded personnel.

**Personal Protection Equipment** – It is recommended that national authorities provide seconded selected candidates with a bullet proof vest and helmet (level IV) upon deployment.

#### **D. Additional information on the selection process**

The EU strives for improved gender balance in CSDP operations in compliance with UNSCR 1325. The CPCC encourages the EU Member States and European Institutions to take this into account when offering contributions.

**Application form** – Applications will be considered only when using the standard Application Form (Annex 2) to be returned in Word-format, and indicating which position(s) the candidate is applying for.

**Selection process** – The candidates considered to be most suitable will be short-listed and interviewed by phone, before the final selection is made.

**Information on the outcome** – EU Member States will be informed about the outcome of the selection process after its completion.

<b>Position Name:</b> Logistics and Warehouse Management Expert	<b>Employment Regime:</b> Seconded	<b>Post Category:</b> Visiting Expert
<b>Ref. Number:</b> VE 01	<b>Location:</b> Bamako	<b>Availability:</b> 02.11.2015 - 20.11.2015
<b>Component/Department/Unit:</b> Operations / Strategic Advice	<b>Level of Security Clearance:</b> EU Confidential or equivalent	<b>Open to Invited Third States:</b> No

### Reporting Line:

The Logistics and Warehouse Management Expert reports to the Chief of Strategic Advice.

### Main tasks:

- Conducts needs assessment of Logistic departments and facilities (such as of the warehouses) of the Malian Internal Security Forces (Police, Gendarmerie and Garde Nationale), and plans the mechanisms for asset management;
- Proposes adapted solutions for swift improvement of the logistical situation of the Internal Security Forces;
- Conducts needs assessment and designs curriculum for logistics training for the Internal Security Forces;
- Provides training for selected participants from the Internal Security Forces (around 10 trainees) to deal with logistical administration, security and safety measures and storage organisation, using 'lessons learned' and actual cases;
- Trains participants from the operational security forces (20 to 30 trainees) to take appropriate organisational and security measures in a storage facility;
- Provides training on hardware and software support;
- Contributes to the elaboration of guidelines and a handbook in the field of logistics for the Internal Security Forces;
- Coordinates with the other relevant departments of the Mission;
- Coordinates with other international stakeholders to avoid duplication of actions and builds synergies.

### Qualification and experience:

- Logistics system expert, preferably with a background in law enforcement or military organisations;
- Minimum of 5 years of professional experience in logistics related matters and in a specific Support Services related field (i.e. Supplies, Transportation, Engineering, Asset Management);
- Excellent interpersonal and communication skills and teamwork capabilities;
- Familiarity with basic IT tools, particularly Word and Excel processing tools;
- Ability to manage an important volume of work and to prioritize tasks;
- Capacity to forecast needs, plan and delineate strategies for maximising resources;
- Experience in providing training or technical expertise in the field of international cooperation is desirable;
- Good understanding of the aims, purposes and functioning of EU CFSP and CSDP Missions is desirable;
- Good understanding of the political, cultural and security situation in Mali and Sahel region is desirable;
- International experience, particularly in crisis areas with multi-national and international organisations is desirable.

**Language Skills:**

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

<b>Position Name:</b> Expert in Training Methodologies	<b>Employment Regime:</b> Seconded	<b>Post Category:</b> Visiting Expert
<b>Ref. Number:</b> VE 02	<b>Location:</b> Bamako	<b>Availability:</b> 02.11.2015 - 27.11.2015
<b>Component/Department/Unit:</b> Operations / Strategic Advice	<b>Level of Security Clearance:</b> EU Confidential or equivalent	<b>Open to Invited Third States:</b> No

**Reporting Line:**

The Expert in Training Methodologies reports to the Chief of Strategic Advice.

**Main tasks:**

- Evaluates the current state of play regarding the overall planning of the training of the Malian Internal Security Forces (Police, Gendarmerie and Garde Nationale);
- Provides training to selected participants (15 to 20 trainees), in order to understand the concepts of a 'Master Training Plan' (*Schéma Directeur*) and a 'General Training Plan' (*Plan de formation*), and identifies the elements involved in their elaboration;
- Supports the selected participants to establish an overall strategy for the development of a master training plan, with the objective to generate annual training plans for the Internal Security Forces;
- Supports the development of guidelines and a handbook on training planning, to be distributed to the participants during the training;
- Coordinates with other relevant departments of the Mission.

**Qualifications and experience:**

- Law Enforcement Officer or a civil servant with experience in organization of police or military training;
- University degree in Educational Sciences, Police Sciences, Social Sciences, Law or equivalent academic training;
- Excellent interpersonal and communication skills and teamwork capabilities;
- Familiarity with basic IT tools, particularly Word and Excel processing tools;
- Ability to manage an important volume of work and to prioritize tasks;
- Experience in development of training plans for police or military organisations or providing technical expertise in the field of international cooperation is desirable;
- Good understanding of the aims, purposes and functioning of EU CFSP and CSDP Missions is desirable;
- Good understanding of the political, cultural and security situation in Mali and Sahel region is desirable;
- International experience, particularly in crisis areas with multi-national and international organisations is desirable.

**Language Skills:**

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				

<b>Position Name:</b> Audit Expert	<b>Employment Regime:</b> Seconded	<b>Post Category:</b> Visiting Expert
<b>Ref. Number:</b> VE 03	<b>Location:</b> Bamako	<b>Availability:</b> 23.11.2015 - 18.12.2015
<b>Component/Department/Unit:</b> Operations / Strategic Advice	<b>Level of Security Clearance:</b> EU Confidential or equivalent	<b>Open to Invited Third States:</b> No

**Reporting Line:**

The Audit Expert reports to the Chief of Strategic Advice.

**Main tasks:**

- Assesses the audit functions and mechanisms of the Malian Internal Security Forces (Police, Gendarmerie, and Garde Nationale);
- Provides training for selected participants (3x10 trainees) on the general legal and regulatory framework applicable to the Internal Security Forces and assesses the general compliance to it;
- Provides the trainees with an introduction to the requirements of audit procedures, transferring knowledge and know-how and showcasing supervision products;
- Supports the trainees to establish an overall audit strategy that sets the scope, timing, and direction for the development of an audit plan;
- Supports and advises on risk assessments and the types of responses to risks assessed;
- Coordinates with other relevant departments of the Mission.

**Qualification and experience:**

- Law Enforcement Officer or a civil servant with audit experience in police or military organisations;
- University degree in Audit, Economics, Finance, Accounting or Banking and Insurance, or other relevant field;
- At least 5 years of relevant and full-time professional experience;
- Excellent interpersonal and communication skills and teamwork capabilities;
- Familiarity with basic IT tools, particularly Word and Excel processing tools;
- Ability to manage an important volume of work and to prioritize tasks;
- Experience in providing training or technical expertise in the field of international cooperation is desirable;
- Good understanding of the aims, purposes and functioning of EU CFSP and CSDP Missions is desirable;
- Good understanding of the political, cultural and security situation in Mali and Sahel region is desirable;
- International experience, particularly in crisis areas with multi-national and international organisations is desirable.

**Language Skills:**

Language / Language Level	French		English	
	Mandatory	Desirable	Mandatory	Desirable
Level C1 or C2 (Proficient User)				
Level B1 or B2 (Independent User)				
Level A1 or A2 (Basic User)				