

# Job descriptions of seconded experts

## 1. Border Control / Customs Control

### Border Guard/Border Police

Functions (indicative):

- To provide pro-active advice and support to the partner's border guard/border police services in the practical working environment on the basis of relevant Moldovan/Ukrainian legislation.
- To assist and advise partner services in the implementation of more effective border checks and border surveillance.
- To improve operational effectiveness of partner services through transfer of skills and EU best practices on development of jointly operated border crossing points or joint patrols.
- To improve operational effectiveness of partner services through transfer of skills and EU best practices, including profiling and other risk assessment tools, and use of special equipment, etc.
- To assist and advise partner services in the identification and fight against cross-border crime as well as in the prevention of corruption.
- To provide on the job training on a daily basis to Moldovan/Ukrainian border guard/ border police officials in a live work environment.
- To support EUBAM HQ based activities in accordance with the Action Plan at local and field level.
- To contribute to regular reporting.

Requirements:

- Active border police/border guard officials of EU Member States at the operational or tactical level.
- Professional experience (minimum 6 years) in a Border Police/Border Guard Service (border checks or border surveillance).
- Investigative experience, especially in cross-border crimes such as document crime, motor vehicle crime, drugs smuggling, human trafficking, etc.
- Practical experience in management or design of jointly operated border crossing points or joint patrols, or experience in the Schengen accession process or experience with implementation of the IBM concept.
- Practical experience in risk profiling and control of illegal trafficking of weapons and ammunition as well as nuclear materials will be an asset.
- Previous involvement in capacity building projects will be an asset.
- Being a certified Schengen evaluator will be an asset.
- Previous international experience and specifically, participation in border management reform projects in third countries will be an asset.
- Respect of confidentiality clauses regarding any sensitive/confidential information which could be received or handled in the exercise of the duties.
- Fluency in written and spoken English; knowledge of Russian, Romanian or Ukrainian will be an asset.
- Strong interpersonal, communication and presentational skills, and the ability to work effectively in a multicultural environment.
- Corresponding national security clearance.
- Computer literacy (Windows applications) and experience in the usage of office equipment.
- Driving license cat. B will be an asset.

## Customs

### *Functions (indicative):*

- To provide pro-active advice and support to the partner's customs services in the practical working environment on the basis of relevant Moldovan/Ukrainian legislation.
- To assist and advise partner services in the creation of a more effective customs control.
- To improve operational effectiveness of partner services through transfer of skills and EU best practices, including profiling and other risk assessment tools, and use of special equipment, etc.
- To provide on-the-job training on a daily basis to Moldovan/Ukrainian customs officials in a live work environment.
- To support EUBAM HQ based activities in accordance with the Action Plan at local and field level.
- To improve operational effectiveness of partner services through transfer of skills and EU best practices on development of jointly operated border crossing points or joint patrols.
- To assist and advise partner services in the identification and the fight against cross-border smuggling of goods, trafficking of drugs, and weapons as well as in the prevention of corruption.
- To contribute to regular reporting.

### *Requirements:*

- Active customs officials of EU Member States at the operational or tactical level.
- Professional experience (minimum 6 years) in a Customs Service (customs control).
- Previous involvement in capacity building projects will be an asset.
- Investigative experience, especially in cross-border violations such as CU and VAT fraud, CU undervaluation, drugs smuggling, motor vehicle crime, IPR infringements, environmental crime, etc.
- Practical experience in risk profiling and control of illegal trafficking of weapons and ammunition as well as nuclear materials will be an asset.
- Operational experience at road and rail Border Crossing Points or border operations.
- Respect of confidentiality clauses regarding any sensitive/confidential information which could be received or handled in the exercise of the duties.
- Practical experience with implementation of the IBM concept.
- Fluency in written and spoken English; knowledge of Russian, Romanian or Ukrainian will be an asset.
- Previous international experience and specifically, participation in border management reform projects in third countries will be an asset.
- Strong interpersonal, communication and presentational skills, and the ability to work effectively in a multicultural environment.
- Experience in using non-intrusive inspection technologies (x-ray devices)
- Corresponding national security clearance.
- Computer literacy (Windows applications) and experience in the usage of office equipment.
- Driving license cat. B will be an asset.

## 2. Risk Analysis

### Border Guard/Border Police

Functions (indicative):

- To observe and evaluate the collection, treatment, assessment and dissemination of information by partners services and to provide initial advice for tactical risk analysis.
- To provide training at the operational level on risk analysis, collection and treatment of information, use of risk profiles and selectivity as well as profiling of passengers and means of transport.
- To improve and strengthen the functioning of risk analysis units at operational level in order to guarantee their sustainability, which will have influence on the interaction between strategic, operational and tactical levels.
- To help establish risk analysis profiles, basic tools and operational planning models taking into account the specifics of the working location at which border control is exercised, in order to ensure that effective control of all persons at the border is based on the use of proper risk analysis.
- To assist in sharing and exchanging information within and between all authorities involved in border management (i.e. customs and police).
- To support the EUBAM HQ based activities in accordance with the Action Plan at local and field level;
- To liaise with all relevant partners within the area of responsibility.
- To contribute to regular reporting.

Requirements:

- Active border police/border guard or law enforcement official of an EU Member State or an EU institution.
- Professional experience (minimum 6 years) in a Border Guard/Police Service and a minimum of 3 years in the areas of risk analysis and border police/border guard or police analysis, including analysis of cross-border trafficking, etc.; excellent knowledge of latest developments in the EU in this regard.
- Familiarity with the EU Acquis communautaire on border management and the Common Integrated Risk Analysis Model (CIRAM).
- Experience in planning and delivery of training in risk analysis information management or data mining.
- Fluency in working with data analysis and research software used by border services.
- Respect of confidentiality clauses regarding any sensitive/confidential information, which could be received or handled in the exercise of the duties.
- Fluency in written and spoken English; knowledge of Russian, Romanian or Ukrainian will be an asset.
- Very good drafting skills.
- Previous international experience and specifically, participation in border management reform projects in third countries will be an asset.
- Strong interpersonal, communication and presentational skills, and the ability to work effectively in a multicultural environment.
- Corresponding national security clearance.
- Computer literacy (Windows applications) and experience in the usage of office equipment. Experience with data analysis and research software, preferably, i2 Analyst's Notebook.
- Driving license cat. B will be an asset.

## Customs

### Functions (indicative):

- To observe and evaluate the collection, treatment, assessment and dissemination of information by partner services, and to provide initial advice for tactical risk analysis.
- To provide training at the operational level on risk analysis, collection and treatment of information, use of risk profiles and selectivity as well as profiling of passengers and means of transport. .
- To improve and strengthen the functioning of risk analysis units at operational level in order to guarantee their sustainability, which will have influence on the interaction between strategic, operational and tactical levels.
- To help establish risk profiles at the operational level, taking into account the economic situation in the region concerned for each location at which customs control is exercised, in order to ensure that selectivity of customs examination is based on the use of proper analysis of risk involved.
- To liaise with all relevant partners within the area of responsibility in order to help, support and advise their local risk analysis units in any issues dealing with the analysis of information.
- To assist in sharing and exchanging information within and between all authorities involved in border management (i.e. border guards and police).
- To support EUBAM HQ based activities in accordance with the Action Plan at local and field level
- To liaise with all relevant partners within the area of responsibility.
- To contribute to regular reporting.

### Requirements:

- Active customs official/customs specialist of an EU Member State, an EU institution.
- Professional experience (minimum 6 years) in a Customs Service and a minimum of 3 years in the areas of risk analysis and customs analysis, including analysis of cross-border crimes, etc.; excellent knowledge of latest developments in the EU in this regard.
- Fluency in working with data analysis and research software used by customs.
- Respect of confidentiality clauses regarding any sensitive/confidential information which could be received or handled in the exercise of the duties.
- Fluency in written and spoken English; knowledge of Russian, Romanian or Ukrainian will be an asset.
- Very good drafting skills.
- Previous international experience and specifically, participation in border management reform projects in third countries will be an asset.
- Strong interpersonal, communication and presentational skills, and the ability to work effectively in a multicultural environment.
- Corresponding national security clearance.
- Computer literacy (Windows applications) and experience in the usage of office equipment. Experience with data analysis and research software, preferably, i2 Analyst's Notebook.

### 3. Mobile Units

#### Border Guard/Border Police

Functions (indicative):

- To assist the partner services in the development of mobile units, their management and operational activities.
- To assist and advise on mobile units' activities in developing their capacity building and more effective operational activities. To provide mentoring for mobile units in order to transfer skills and knowledge on the concept of mobile unit operations (e.g. concept of target location selection, understanding of the need for targeted operations, the components of selectivity, concept of threat assessment and selectivity as applicable to mobile groups, etc.)
- To provide on-the-job training on daily basis to enhance the skills of members of mobile units in order to promote a more effective border control and surveillance regime focusing on the practical use of mobile teams.
- To improve the operational effectiveness of mobile units through transfer of skills and good practices, including operational planning of profiling and other risk assessment techniques, use of special equipment, etc.
- To provide advice and recommendations in order to support the border guard service in its practical working environment on the basis of relevant Moldovan/ Ukrainian legislation.
- To provide assistance and advice to the mobile units in the identification of cross-border crimes as well as in the prevention of corruption.
- To contribute to regular reporting.

Requirements:

- Active border officials of EU Member States at the operational or tactical level.
- Professional experience (minimum 6 years) in a Border Guard/Police Service and a minimum of 3 years was in mobile units operations; middle management experience in mobile units will be an asset.
- Knowledge and practical experience in vehicle searching techniques, different ways of combating illegal immigration and other cross border crime, experience as a mentor will be an asset.
- Experience in Schengen Acquis, national border guard/police law and regulations.
- Previous involvement in management capacity building projects will be an asset.
- Respect of confidentiality clauses regarding any sensitive/confidential information which could be received or handled in the exercise of the duties.
- Fluency in written and spoken English; knowledge of Russian, Romanian or Ukrainian will be an asset.
- Previous international experience and specifically, participation in border management reform projects in third countries will be an asset.
- Strong interpersonal, communication and presentational skills, and the ability to work effectively in a multicultural environment.
- Corresponding national security clearance.
- Computer literacy (Windows applications) and experience in the usage of office equipment.
- Driving license cat. B will be an asset.

## Customs

### Functions (indicative):

- To assist the partner services in the development of mobile units, their management and operational activities.
- To assist and advise on mobile units' activities in developing their capacity and more effective operational activities. To provide mentoring for mobile units in order to transfer skills and knowledge on the concept of mobile unit operations (e.g. concept of target location selection, understanding of the need for targeted operations, the components of selectivity, concept of threat assessment and selectivity as applicable to mobile groups, etc.)
- To provide on-the-job training on a daily basis to enhance the skills of members of mobile units, in order to promote more effective border controls and a surveillance regime focusing on the practical use of mobile teams.
- To improve the operational effectiveness of mobile units through transfer of skills and good practices, including operational planning of profiling and other risk assessment techniques, use of special equipment, etc.
- To provide advice and recommendations in order to support the customs service in the practical working environment on the basis of relevant Moldovan/ Ukrainian legislation.
- To provide assistance and advice to the mobile units in the identification of cross-border crimes as well as in the prevention of corruption.
- To contribute to regular reporting.

### Requirements:

- Active customs officials of EU Member States at the operational or tactical level.
- Professional experience (minimum 6 years) in a Customs Service and a minimum of 3 years in mobile units operations; middle management experience in mobile units will be an asset.
- Knowledge and practical experience in vehicle searching techniques, different ways of combating smuggling of goods, experience as a trainer will be an asset.
- Experience in customs code, national customs law and regulations.
- Previous involvement in management capacity building projects will be an asset.
- Respect of confidentiality clauses regarding any sensitive/confidential information which could be received or handled in the exercise of the duties.
- Fluency in written and spoken English; knowledge of Russian, Romanian or Ukrainian will be an asset.
- Previous international experience and specifically, participation in border management reform projects in third countries will be an asset.
- Strong interpersonal, communication and presentational skills, and the ability to work effectively in a multicultural environment.
- Corresponding national security clearance.
- Computer literacy (Windows applications) and experience in the usage of office equipment.
- Driving license cat. B will be an asset.

## 4. Sea Port/ Airport Experience

### Customs

#### Functions (indicative):

- To assist the customs service in the development of control functions and relevant methodologies at sea ports/airports.
- To assess the institutional capacity of the customs port and airport authorities, and to assist it in its development, as well as providing advice during the implementation of given recommendations.
- To assist customs in liaising with the port and other control authorities in the ports/airports.
- To mentor on enhancing related skills.
- To provide advice in the practical working environment.
- To improve operational effectiveness with the transfer of skills and EU best practices, use of special equipment, etc.
- To assist and advise in the identification, targeting and selection of smuggling of goods, drugs and customs fraud.
- To advise on the specifics of the control of:
  - ✓ containers, ships and related documents (ports)
  - ✓ general airfreight and courier and express parcel consignments and related documents (airports).
- To contribute to regular reporting.

#### Requirements:

- Active customs official of EU Member States at the operational level.
- Professional experience (minimum 6 years) in a Customs Service (customs control) and a minimum of 3 years spent at a sea ports/airports.
- Previous involvement in capacity building projects will be an asset.
- Fluency in written and spoken English; knowledge of Russian, Romanian or Ukrainian will be an asset.
- Respect of confidentiality clauses regarding any sensitive/confidential information which could be received or handled in the exercise of the duties.
- Previous international experience and specifically, participation in border management reform projects in third countries will be an asset.
- Experience in operating non-intrusive inspection equipment (scanners, X-ray) will be an asset.
- Strong interpersonal, communication and presentational skills, and the ability to work effectively in a multicultural environment.
- Corresponding national security clearance.
- Computer literacy (Windows applications) and experience in the usage of office equipment.
- Driving license cat. B will be an asset.

## **5. Post Clearance Control and Audit**

### **Customs**

#### Functions (indicative):

- To assist the customs service in the development of post clearance control and audit function and relevant methodologies.
- To assess the relevant operational capacity, and to assist in developing appropriate skills, to provide advice during the implementation of given recommendations.
- To provide advice and recommendations in practical working methods.
- To advise on the legislation and to assist with the implementation of relevant EU and WCO standards and best practice.
- To improve operational effectiveness through the transfer of skills and good practices, use of special techniques via on-the-job trainings
- To contribute to regular reporting.

#### Requirements:

- Active customs official of EU Member States at an operational level.
- Professional experience (minimum 6 years) in a Customs Service and a minimum of 3 years of relevant experience in post clearance control and audit.
- Previous involvement in capacity building projects will be an asset.
- Fluency in written and spoken English; knowledge of Russian, Romanian or Ukrainian will be an asset.
- Respect of confidentiality clauses regarding any sensitive/confidential information which could be received or handled in the exercise of the duties.
- Previous international experience and specifically, participation in border management reform projects in third countries will be an asset.
- Strong interpersonal, communication and presentational skills, and the ability to work effectively in a multicultural environment.
- Corresponding national security clearance.
- Computer literacy (Windows applications) and experience in the usage of office equipment.
- Driving license cat. B will be an asset.



## 6. Rules of Origin and/or Customs Valuation

### Customs

#### Functions (indicative):

- To assist the customs service in the development of origin of goods and/or customs valuation function and relevant methodologies.
- To assess relevant operational capacity and to assist it in developing appropriate skills, to provide advice during the implementation of given recommendations.
- To mentor on enhancing related skills.
- To provide advice and recommendations in the practical working methods.
- To advise on the legislation and to assist with the implementation of relevant EU and WCO standards and best practice.
- To improve operational effectiveness through the transfer of skills and good practices, use of special techniques via on-the-job trainings
- To contribute to regular reporting.

#### Requirements:

- Active customs official of EU Member States.
- Professional experience (minimum 6 years) in a Customs Service and a minimum of 3 years of relevant experience in origin of goods and/or valuation.
- Previous involvement in capacity building projects will be an asset.
- Fluency in written and spoken English; knowledge of Russian, Romanian or Ukrainian will be an asset.
- Respect of confidentiality clauses regarding any sensitive/confidential information which could be received or handled in the exercise of the duties.
- Previous international experience and specifically, participation in border management reform projects in third countries will be an asset.
- Strong interpersonal, communication and presentational skills, and the ability to work effectively in a multicultural environment.
- Corresponding national security clearance.
- Computer literacy (Windows applications) and experience in the usage of office equipment.
- Driving license cat. B will be an asset.

## 7. Customs Procedures

### Customs

#### Functions (indicative):

- To advise, support and assist the Partner Customs Services (MDCS and UASFS) to implement the Customs elements of the EU – MD and EU - UA Association Agreements/Deep and Comprehensive Free Trade Agreement (AA/DCFTA), WTO Trade Facilitation Agreement (TFA), revised Customs Blueprints and other international and national customs commitments/regulations.
- To identify specific technical and legislative gaps and suggest solutions; the current and planned international obligations and the needs of business in Moldova and Ukraine to be considered.
- To provide advice and assistance in standardization of customs procedures, with the special focus on smooth flow of goods in international trade.
- To provide advice and assistance in organizing and coordinating actions related to introduction of customs simplified procedures and customs free zones according to the AA/DCFTA requirements.
- To monitor and provide advice to Partner Services towards progressive development and implementation of the Single Window concept.
- To support Partner services in implementation of the New Computerized Transit System (NCTS).
- To ensure timely and appropriate reporting on his/her activity.

#### Requirements:

- Serving customs official or civil servant of EU Member State or EU Institution.
- Progressively responsible work experience (minimum 8 years) in EU Member State Customs Administration.
- Proven in-depth knowledge and understanding of the EU customs legislation and Customs Blueprints and ability to effectively apply this knowledge within organizational context.
- Demonstrated ability to work in a multinational and multicultural environment, with respect for diversity.
- Advisory experiences with EU/EC border management missions/external assistance programmes in transition/developing countries will be an asset.
- Excellent drafting, communication, interpersonal and organizational skills.
- Fluency in written and spoken English; knowledge of Russian, Romanian or Ukrainian will be an asset.
- Corresponding national security clearance.
- Computer literacy (Windows applications) and experience in the usage of office equipment.

## 8. Phyto-Sanitary

Functions (indicative):

- Provide support and substantive advice in helping the phyto-sanitary authorities of the Republic of Moldova and Ukraine to approximate their procedures and approaches to those of the EU in line with AA and DCFTA requirements.
- Participate in planning, development and implementation of EUBAM initiatives supporting the phyto-sanitary authorities of the Republic of Moldova and Ukraine.
- Provide advice and assistance in organizing, coordinating, carrying out assessments of phyto-sanitary control procedures (including through the use of advanced tools such as risk analysis/assessment, proportion of e -systems, simplified procedures, etc.).
- Support the phyto-sanitary agencies in reviewing the normative framework through identifying possible gaps and supporting the drafting of relevant normative amendments in line with the respective strategy, EU-Moldova/Ukrainian Association Agreement, the Action Plan for its Implementation and other relevant guiding instruments.
- Provide specialist advice on the interpretation and improvement of rules and regulations on phyto-sanitary control.
- In coordination with the EUBAM, support the phyto-sanitary authorities of the Republic of Moldova and Ukraine in assessing control operational needs, suggest and promote capacity building initiatives and develop other necessary recommendations for the implementation of the relevant parts of the Association Agreement and the Action Plan for its Implementation and other relevant initiatives.
- Provide advice on the implementation of reliable testing, diagnostics, and quarantine/destruction measures of goods.
- Support the specialized national authorities of the Republic of Moldova and Ukraine in the effective exchange of information (on presence of diseases and pests).
- Take the lead in monitoring compliance of the implementation of trade policy measures in the field of phyto-sanitary.
- Ensure timely and appropriate reporting on his/her activity.

Requirements:

- Active civil servant of EU Member State or EU Institution.
- Progressively responsible work experience (minimum 8 years) in EU Member State phyto-sanitary agency
- Proven in-depth knowledge and understanding of the phyto-sanitary management and integrated border management concept on the EU level and ability to effectively apply this knowledge within organizational context.
- Good knowledge of EU legislation in the area of phyto-sanitary management.
- Demonstrated ability to work in a multinational and multicultural environment with respect for diversity.
- Advisory experiences with EU/EC border management missions/external assistance programmes in transition/developing countries is an asset.
- Excellent drafting, communication, interpersonal and organizational skills.
- Fluency in written and spoken English. Knowledge of Romanian, Ukrainian and/or Russian will be an asset.
- Computer literacy (Windows applications).
- National certificate of no criminal record.

## 9. Veterinary

Functions (indicative):

- Support the veterinary authorities of the Republic of Moldova and Ukraine in assessing control operational needs, suggest and promote capacity building initiatives and develop other necessary recommendations for the implementation of the relevant parts of the Association Agreement and the Action Plan for its implementation and other relevant initiatives.
- Participate in planning, development and implementation of EUBAM initiatives supporting the veterinary authorities of the Republic of Moldova and Ukraine.
- Provide advice on the implementation of reliable testing, & diagnostics of goods in relation to food safety and live animals.
- Provide specialist advice on the interpretation and improvement of rules and regulations on veterinary control.
- Support the specialized national authorities of the Republic of Moldova and Ukraine in the effective exchange of information (on presence of animal diseases and food safety).
- Take the lead in monitoring compliance of the implementation of trade policy measures in the field of Veterinary.
- Through actions performed at the Border Crossing Points between Moldova and Ukraine monitor and report on the humane treatment of live animals during transportation.
- Ensure timely and appropriate reporting on his/her activity.

Requirements:

- Active civil servant of EU Member State or EU Institution.
- Progressively responsible work experience (minimum 8 years) in EU Member State veterinary agency
- Proven in-depth knowledge and understanding of the veterinary management and integrated border management concept on the EU level and ability to effectively apply this knowledge within organizational context.
- Good knowledge of EU legislation in the area of veterinary management.
- Demonstrated ability to work in a multinational and multicultural environment with respect for diversity.
- Advisory experiences with EU/EC border management missions/external assistance programmes in transition/developing countries is an asset.
- Excellent drafting, communication, interpersonal and organizational skills.
- Fluency in written and spoken English. Knowledge of Romanian, Ukrainian and/or Russian will be an asset.
- Computer literacy (Windows applications).
- National certificate of no criminal record.