



बाटः प्र.प्र.का.यू.एन.शाखा, नक्साल ।	कार्यालयः
लाईः प्र.प्र.का.प्र.म.नि.को सचिवालय, प्र.प्र.का.सवै विभाग, रा.प्र.प्र.महाराजगंज, नेपाल प्रहरी अस्पताल महाराजगंज, म.न.प्र.का. रानीपोखरी, प्रदेश प्रहरी कार्यालय ७ (सबै) ।	प्राथमिकता O/J/AJ/TJ/MJ
बोधार्थः-	क्रम संख्या ६४६७ DTO:- २१३३०

संयुक्त राष्ट्रसंघको अनुरोधमा शान्ति स्थापनार्थ United Nations Multidimensional Integrated Stabilization Mission in the Central African Republic (MINUSCA) को लागि Chief Criminal Analyst – Head of Intelligence and Criminal Analysis Section, P-4 Human Resources Officer, P-3 (secondend, contracted) र Legal Adviser, P-3 पदहरूमा पदपूर्तीका लागि Vacancy Announcement भई आएकोले यसै पत्रासाथ संलग्न राखी पठाईएको Vacancy Announcement सम्बन्धी पाना- ८(आठ) अवगत गर्नु भई तहाँ कार्यालय तथा मातहत समेतबाट निम्न क्राईटेरिया भित्र पर्ने ईच्छुक प्रहरी कर्मचारीहरूको Personal History Form (P-11) with Supplementary Sheet र Employment & Academic Certification (EAC) Form मिति २०७८।१२।२५ गते कार्यालय समयभित्र सम्बन्धित कार्यालयको सिफारिस (पत्र) सहित यस शाखाको ईमेल ठेगाना nppolice@gmail.com मा दस्तखत सहितको Scanned Copies (PDF) File पठाउन हुन अनुरोध (०)


क्राईटेरियाहरू :-

- १) कम्तिमा १ पटक यू.एन. मिसनमा सहभागी भएको अनुभव प्राप्त हुनु पर्ने ।
- २) आवेदन प्राप्त गर्ने अन्तिम मिति भन्दा अगाडि एक वर्ष भित्र कुनै पनि किसिमको विभागीय कारबाही नभएको हुनुपर्ने।
- ३) Vacancy मा तोकिए वमोजिमको दर्जा र योग्यता भएको हुनुपर्ने ।
- ४) उल्लेखित Vacancy को लागि आवश्यक पर्ने फर्महरू जानकारीका लागि नेपाल प्रहरीको Web Site मा प्रकाशित Vacancy Details को साथमा राखिएको हुदाँ सोही अनुसार फर्महरू तयार गरी सम्बन्धित कार्यालयको सिफारिस (पत्र) साथ पेश गर्नु पर्ने छ ।
- ५) तोकिएको ढाँचा भन्दा फरक तथा तोकिएको मिति पश्चात् प्राप्त हुन आएको फर्महरूलाई समावेश गरिने छैन ।
- ६) आवेदन दिने प्रहरी कर्मचारीको जागिर अवधि आवेदनको बखत कम्तिमा २ (दुई) वर्ष बाँकि रहेको हुनु पर्नेछ ।
- ७) P-4 को लागि प्र.उ. वा सो भन्दा माथि र P-3 को लागि प्र.ना.उ. वा सो भन्दा माथिको दर्जा हुनुपर्ने ।

पुनश्च :-

- १) PDF File बनाउदा क्रमश P-11 form, Supplementary Sheet र Employment & Academic Certification Form (EAC) Scan गरी एउटा मात्र PDF File बनाई पठाउनु पर्ने छ ।
- २) Current Rank to be displayed in Employment and Academic Certificate (EAC) form. P-11 should contain names of the position/posts titles occupied-not ranks (e.g. not a “Superintendent” but “District Commander”, “Unit Commander”, “Head of Department”, “Staff Officer” etc.)
- ३) Form भर्दा Vacancy Announcement राम्रो संग अध्ययन गर्ने र दुबिधा भएमा यस शाखाको सम्पर्क नम्बर ०१-४४१०५७९ मा सम्पर्क गर्न सकिने ।

मिति २०७८।१२।०२ गते ।


प्रहरी उपरीक्षक
(गंगा पन्त)



बाटः प्र.प्र.का.यू.एन.शाखा, नक्साल ।	कार्यालयः
लाईः प्र.प्र.का.प्र.म.नि.को सचिवालय, प्र.प्र.का.सवै विभाग, रा.प्र.प्र.महाराजगंज, नेपाल प्रहरी अस्पताल महाराजगंज, म.न.प्र.का. रानीपोखरी, प्रदेश प्रहरी कार्यालय ७ (सवै) ।	प्राथमिकता O/J/AJ/TJ/MJ
बोधार्थः-	क्रम संख्या ६४६८ DTO:- २९३३९

संयुक्त राष्ट्रसंघको अनुरोधमा शान्ति स्थापनार्थ United Nations Department of Peace Operations, Office of Police Advisor, New York को लागि United Nations Police Advisor, D-2 पदको पदपूर्तिका लागि Vacancy Announcement भई आएकोले यसै पत्रासाथ संलग्न राखी पठाईएको Vacancy Announcement सम्बन्धी पाना- ३(तीन) अवगत गर्नु भई तहाँ कार्यालय तथा मातहत समेतबाट निम्न क्राईटेरिया भित्र पर्ने ईच्छुक प्रहरी कर्मचारीहरूको Personal History Form (P-11) with Supplementary Sheet र Employment & Academic Certification (EAC) Form मिति २०७८।१२।२५ गते कार्यालय समयभित्र सम्बन्धित कार्यालयको सिफारिस (पत्र) सहित यस शाखाको ईमेल ठेगाना nppolice@gmail.com मा दस्तखत सहितको Scanned Copies (PDF) File पठाउन हुन अनुरोध (०)


क्राईटेरियाहरू :-

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पुनश्च :-

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मिति २०७८।१२।०२ गते ।


प्रहरी उपरीक्षक
(गंगा पन्त)

United Nations

*Job Opening for Position requiring official secondment
from national governments of Member States of the United Nations Organization
Appointments are limited to service on posts financed by
the support account of peacekeeping operations*

Post title and level	Legal Adviser, P-3 (seconded, contracted)
Organizational Unit	United Nations Multidimensional Integrated Stabilization Mission in the Central African Republic (MINUSCA)
Duty Station	Bangui
Reporting to	Police Commissioner
Duration	12 months (extendible)
Deadline for applications	10 mai 2022
Job Opening number	2022- MINUSCA-31020985 -DPO

United Nations Core Values: Integrity, Professionalism and Respect for Diversity

RESPONSIBILITIES: The Legal Adviser provides or assists in the preparation of timely and effective legal opinions and advice on a range of legal issues relating to the Mission's mandate and activities. S/he provides input and contributes to the implementation of innovative approaches and solutions to legal problems/issues that arise in the Mission. S/he is also responsible for providing thorough and accurate legal research, studies, briefs and reports and for preparing correspondence and other legal documents. Under the guidance and supervision of the Police Commissioner, the incumbent will be responsible for:

- Assists in the preparation of or provide legal opinions and advice on a wide range of issues related to constitutional, international, public, administrative and criminal (substantive, procedural and comparative) law, including the interpretation and application of constitutive, legislative and other instruments governing United Nations activities and operations, particularly as it applies to urgent temporary measures and the protection of civilians; in consultation with a senior Mission Legal Affairs Officer.
- Conduct extensive legal research and analysis and prepare studies, comparative studies, briefs, reports and correspondence.
- Support implementation of National Police and Gendarmerie Development Plan through undertaking basic or extensive review of legal documents, instruments, or other material; identifies important issues, similarities, and inconsistencies, etc. in close consultation with the Ministry of Interior, and National Police and Gendarmerie executive leadership.
- Prepare or assists in the preparation of drafts of background papers, studies, reports, legislative texts and comments on those texts, teaching materials in the field of law enforcement and criminal legislation.
- Prepare or assists in the preparation of agreements and contracts with CAR Government, NGOs and other public and private entities.
- Review and advise on the warrants of arrest, indictments or legal motions/submissions in close consultation with MINUSCA Justice and Corrections pillar and other relevant mission components.
- Support and assist UN Police and National Police and Gendarmerie in assessing evidence and procedures regarding evidence and chain of custody for relevance and admissibility within the context of national police operations and police development.
- Assist senior UN Police staff in the preparation of background materials, summaries of issues and views, meeting reports, etc.
- Provide legal advice on human resources matters; reviews administrative matters in support of National Police and Gendarmerie human resource development.
- Provide legal technical assistance.

- Supervise or provide guidance to more junior staff.
- Perform other duties as required by the supervisors within the mandate implementation.

COMPETENCIES:

Professionalism: Knowledge and understanding of theories, concepts and approaches relevant to particular sector, functional area or other specialized field. Ability to identify issues, analyze and participate in the resolution of issues/problems. Ability to conduct data collection using various methods. Conceptual analytical and evaluative skills to conduct independent research and analysis, including familiarity with and experience in the use of various research sources, including electronic sources on the internet, intranet and other databases. Ability to apply judgment in the context of assignments given, plan own work and manage conflicting priorities. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

Planning & Organizing: Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

Client Orientation: Considers all those to whom services are provided to be “clients” and seeks to see things from clients’ point of view; establishes and maintain productive partnerships with clients by gaining their trust and respect, identifies clients’ needs and matches them to appropriate solutions; monitors ongoing developments inside and outside the clients’ environment to be informed and be able to anticipate problems; keeps clients informed of progress or setbacks in projects; meets timeline for delivery of products or services to client; resolves conflicts by pursuing mutually agreeable solutions.

QUALIFICATIONS:

Education: Advanced university degree (Master’s degree or equivalent) in law. A first-level university degree in law in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree. Graduation from a certified police academy or other law enforcement training institution is required.

Experience: A minimum of five years (seven years in absence of Master’s Degree) of progressively responsible professional experience in law, including legal analysis, research and writing, with substantive experience in practicing international and/or criminal law - required. Experience in the area of legal support of policing related activities – required. Legal support experience in the context of peacekeeping operations is desirable; knowledge of local legal procedures and understanding of issues related to security sector reform and restructuring and institutional development is an advantage.

Language: For this post fluency in French, (both oral and written) is required; knowledge of a second official UN language (English) is desired.

Preference will be given to equally qualified women candidates.

Date of Issuance: 11 March 2022

In accordance with the Policy on Human Rights Screening of UN Personnel, all individuals who seek to serve with the United Nations are requested to make “self-attestation” that s/he has not committed any serious criminal offences and has not been involved in violations of international human rights or international humanitarian law. The exact wording of the self-attestation is outlined in para. 5.2 of the above-mentioned Policy. The final decision on the selection of an individual to serve with the United Nations will also be subject to human rights screening.

<http://www.un.org/en/peacekeeping/sites/police>

United Nations Nations Unies

Job Title : United Nations Police Adviser, D-2
Department / Office : Office of the Police Adviser
Duty station : NEW YORK
Posting period : 09/03/2022 - 08/06/2022
Job Opening Number : DPO/SEC2201P/D-2/01

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

Organizational Setting and Reporting:

The Police Division is headed by a Police Adviser, who is accountable to the Assistant Secretary-General for Rule of Law and Security Institutions. The Police Adviser has direct access to the Under-Secretary-General for Peace Operations, when required. The Police Adviser is responsible for providing advice and support on all policing issues to the Department of Peace Operations (DPO) and the Department of Operational Support (DOS) and to heads of police components of operations led by the Department of Peace Operations and missions led by the Department of Political and Peacebuilding Affairs (DPPA) with police advisory functions. The Police Adviser may also, as required, provide advice to the Under-Secretary-General for Political and Peacebuilding Affairs, the Secretary-General and the Security Council through the Under-Secretary-General for Peace Operations, ensuring that such advice and support is fully coordinated with the Assistant Secretary-General for Rule of Law and Security Institutions.

Responsibilities:

The incumbent will be required to:

- Provide overall strategic direction and mission related advice on police matters to the Assistant Secretaries-General in DPO, in the DPO-DPPA Joint Regional Structure, in DOS, to Heads of Police Components in the field, and to others as requested and appropriate.
- Provide oversight of policing issues in all operations and direct responses to critical incidents and issues that arise in the field, Oversee the management of police components, including the conduct of recruitment and training of police officers serving in the field.
- Establish frameworks for launching new police operations in implementation of Security Council resolutions; develop, oversee and participate in the conceptualization and implementation of operations and operational initiatives, and determine the parameters for new initiatives in consultation with other senior officials.
- Coordinate and cooperate with the Military Adviser and senior officials in the DPO-DPPA Regional Divisions within the DPO-DPPA Joint Regional Structure and in the Division for Policy, Evaluation and Training.
- Maintain liaison with the Department of Political and Peacebuilding Affairs, the Peacebuilding Commission, the Peacebuilding Support Office, the Department of Operational Support, other United Nations departments, agencies, funds and programmes, Member States, non-governmental organisations, the academic community and civil society.
- Exercise overall responsibility for the leadership of the Police Division and its activities and products, including its planning processes and the management of police officers serving in the Police Division and those assigned to the Integrated Operational Teams in the Regional Divisions.

- Provide strategic direction and oversee the management of the Standing Police Capacity and its deployment to field missions.
- Represent the United Nations and/or the Department of Peace Operations, as appropriate, in meetings, conferences and seminars on police-related issues.

Competencies:

Professionalism: Demonstrates professional competence in police matters at the strategic and command levels; identifies issues and uses sound judgment in applying expertise to solve a wide range of problems; works well under pressure; has strong conceptual and analytical abilities and proven negotiation skills.

Planning and organizing: Develops clear goals that are consistent with agreed strategies. Identifies priority activities and assignments; adjusts priorities as required. Allocates appropriate amount of time and resources for completing work. Foresees risks and allows for contingencies when planning. Monitors and adjusts plans and actions as necessary. Uses time efficiently.

Leadership: Is proactive in developing strategies to accomplish objectives. Anticipates and resolves conflicts by pursuing mutually agreeable solutions. Establishes and maintains relationships with a broad range of interlocutors to understand needs and gain support. Provides leadership and takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work; demonstrates knowledge of strategies and commitment to the goal of gender balance in staffing.

Vision: Identifies strategic issues, opportunities and risks; clearly communicates links between the Organization's strategy and the work unit's goals; generates and communicates broad and compelling organizational direction, inspiring others to pursue that same direction; conveys enthusiasm about future possibilities.

Judgement/Decision-Making: Identifies the key issues in a complex situation, and comes to the head of the problem quickly. Proposes a course of action or makes a recommendation based on all available information and on consultations with other affected units. Determines that the actions proposed will satisfy the expressed and underlying need for the decision. Demonstrates an understanding of political sensitivities.

Qualifications:

Education : Advanced university degree (Master's degree or equivalent) preferably in criminal law or related field. A first level university degree with a relevant combination of academic qualifications and relevant police experience may be accepted in lieu of the advanced university degree. Graduation from a police academy or similar law enforcement training institution is required.

Experience: Must be a senior professional police officer on active duty with the rank of Commissioner, Deputy Commissioner or rank equivalent to Major-General level. Must have at least 15 years of relevant experience, with command experience, progressively responsible national law enforcement experience in field and headquarters locations in police policy-making as well as strategic and operational police management experience. Service in a UN peacekeeping or other field operation is highly desirable. Experience in other international organizations is desirable.

Languages: English and French are the working languages of the United Nations Secretariat. For this post, fluency in English (both oral and written) is required; knowledge of French is desirable. Knowledge of another UN official language is an advantage.

Assessment Method:

Kindly note that you may, as part of the evaluation of your application for this position, be requested to undergo written knowledge-based assessment exercises, which may be followed by a competency-based interview depending on the result of the test.

Special Notice:

Circulation of this Job Opening is limited to Member States. Only police officers currently employed in their National service and who have received authorization by their National Authorities to apply for this Job Opening will be considered. Appointment is limited to service within the Department of Peace Operations on posts financed by the support account for peace operations requiring active police service. During their tenure, seconded officers cannot be transferred or be reassigned to other positions within DPO or the UN Secretariat. It should be noted that successful candidates will be offered a two year Fixed-Term appointment which, based on performance and operational needs, may be extended to a third or in exceptional circumstances to a fourth and final year.

Currently serving seconded active-duty officers are not eligible to apply or be nominated for new seconded positions until separated for at least one year from any last secondment with the UN Secretariat.

Nominations of female candidates encouraged.

United Nations

*Job Description for Position requiring official secondment
from national governments of Member States of the United Nations Organization*

Post title and level	Chief Criminal Analyst - Head of Intelligence and Criminal Analysis Section, P-4 (seconded, contracted)
Organizational Unit	MINUSCA Police Component
Duty Station	Bangui
Reporting to	Head of Police Component
Duration	12 months (extendible)
Deadline for applications	10 May 2022
Job Opening number	2022-MINUSCA-89694-DPO

United Nations Core Values: Integrity, Professionalism and Respect for Diversity

ORGANISATIONAL CONTEXT: The UN Department of Peace Operations (DPO) deploys to UN peacekeeping missions, Police and other law enforcement personnel to coordinate the collection, analysis and exchange of operational and strategic information relating to criminality within the specific mandate of each mission, and with particular regard to the fight against impunity and public order safety. These personnel form part of the Intelligence and Criminal Analysis Section, under the overall direction of the mission's Head of the Police Component (HoPC). In such context, the use of all the information collected, through statistic and analytic reports are useful for getting the overview of the criminal situation in CAR for many national or international partners and to file high profile perpetrators in the framework of the Special Criminal Court. The incumbent will be reporting to the Head of Police component through the Chief of Operations.

RESPONSIBILITIES: Under the authority of the direct supervisor within the organizational structure of MINUSCA Police Component and within the limits of delegated authority, the Head of the Intelligence and Criminal Analysis Section will direct a team of international personnel specialized in the areas of intelligence gathering, data base management and criminal analysis, particularly to prevent and detect serious criminal activities, support complex operations and ensure the delivery of analyzed criminal information services. S/he will be responsible of:

- Setting and leading the Intelligence and Criminal Analysis Section.
- Ensuring resources are used in the most effective and efficient way and represent the best possible value for money.
- Undertaking liaison with the military, Law-enforcement and other internal/external partners and manage and effective communication with all professional relationship.
- Monitoring the development of the host-state intelligence collection, analysis and network.
- Supervising that information from a variety of sources is received, developed, analyzed and disseminated.
- Controlling information flow concerning likely risks/threats directly affecting operations.
- Improving coordination methods for technical support by developing guidelines and procedures.
- Ensuring that appropriate policies are adopted and implemented in respect of criminal information gathering, collation, analysis, storage and that high quality analyzed products are distributed to the appropriate police and other law enforcement agencies

- Monitoring and evaluate the quality of service being provided by the Intelligence and Criminal Analysis Section
- Ensuring the overall security of the Intelligence and Criminal Analysis Section and its assets.
- Give direction of mitigation risks or taking necessary action based on information flow concerning likely risks/threats directly affecting operations.
- Performing other duties as may be required by the UNPOL leadership within the framework of mandate implementation.

COMPETENCIES

- **Professionalism:** Knowledge of police management, police operations and policing procedures. In-depth knowledge of national and international criminal procedures, crime expertise, particularly in the area of crime analysis. Good judgment in the context of assignments given; ability to plan own work and manage work/task priorities, ability to apply technical expertise to resolve police related issues and challenges. Strong organizational skills. Good advisory, coaching/mentoring skills, effective negotiation and conflict management skills, good written, verbal communication and presentation skills. Shows pride in work and achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.
- **Planning and organizing:** Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.
- **Leadership:** Experience of managing and leading a diverse team, ensuring that they are properly motivated and provide a high-quality service. Experience at command level of providing pro-active police operations support including the use of special investigative techniques. Serves as a role model that other people want to follow; empowers others to translate vision into results; is proactive in developing strategies to accomplish objectives; establishes and maintains relationships with a broad range of people to understand needs and gain support; anticipates and resolves conflicts by pursuing mutually agreeable solutions; drives for change and improvements; does not accept the status quo; shows the courage to take unpopular stands.

QUALIFICATIONS:

Education: Advanced university degree (Master's degree or equivalent) in one or more of the following disciplines: Law, Law Enforcement, Security, Forensic, Criminology, Criminal Justice Administration, or other relevant field. A first level university degree with a combination of relevant professional level experience in law enforcement, including crime analysis or crime intelligence, may be accepted in lieu of the advanced university degree. Graduation from a certified police academy or other law enforcement training institution is required.

Work Experience: A minimum of 7 years (9 years in absence of first level degree) of active policing experience in national or international law enforcement at managerial level, including in the field of criminal investigations, intelligence and criminal information analysis - required. Practical experience in organized crime investigation, including crime data management – highly desirable. Peacekeeping or other international experience in the UN or other organizations is an advantage.

Rank: Superintendent of Police, Lieutenant Colonel, other equivalent or higher rank.

Languages: English and French are the working languages of the UN. For the post advertised, fluency in oral and written French is required. Knowledge of a second official UN language, preferably English, is highly desirable.

Preference will be given to equally qualified women candidates.

Date of Issuance: 11 March 2022

<http://www.un.org/en/peacekeeping/sites/police>

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United Nations



*Job Opening for Position requiring official secondment
from national governments of Member States of the United Nations Organization
Appointments are limited to service on posts financed by
the support account of peacekeeping operations*

Post title and level	Human Resources Officer P-3 (seconded, contracted)
Organizational Unit	United Nations Multidimensional Integrated Stabilization Mission in the Central African Republic (MINUSCA)
Duty Station	Bangui
Reporting to	Strategic Policy and Planning Officer
Duration	12 months (extendible)
Deadline for applications	10 May 2022
Job Opening number	2022-MINUSCA- 31020983-DPO

United Nations Core Values: Integrity, Professionalism and Respect for Diversity

RESPONSIBILITIES: The Human Resources Officer at this level undertakes responsibilities in human resources management including but not limited to advising and applying the Organization's staff rules and regulations, as well as internal procedures and processes related to human resources planning and management, review of the staffing aspects of the budget, conditions of service, administration and entitlements and benefits, recruitment and selection, performance management and staff development and administration of justice. Under the guidance and supervision of the Police Commissioner, the incumbent will be responsible to assist and advise National Police and Gendarmerie on the following:

General

- Develop and implement new human resources policies, practices and procedures to meet the evolving needs of the Organization.
- Monitor and ensure the implementation of human resources policies, practices and procedures.
- Keep the leadership abreast of developments in various areas of human resources.
- Prepare reports and participate and/or leads special human resources project.
- Plan, organize, manage and supervise the work of the Unit/Section assigned.

Recruitment and placement

- Project and monitor vacant posts of assigned level/group and ensures adherence to policies and procedures in filling these posts.
- Recommend guidelines on promotion and placement of staff.
- Oversee preparation of recruitment, testing and selection and background/vetting processes, as well as internal transfers, assignments and deployments.
- Review recommendation on the selection of candidates provided by client offices.
- Prepare the job offers and coordination with training academies for induction of candidates.
- Participate in task forces and working groups identifying issues/problems, formulating policies and guidelines, and establishing new procedures.
- Advise the MINUSCA Police Strategic and Policy Advisor and the MINUSCA Head of Police Component on matters pertinent to discussions with senior government officials on recruitment and other human resources matters.

Administration of entitlements

- Develop, modify and implement entitlements policies and practices.
- Analyze the level of remuneration for consultants and issue appropriate recommendations.
- Interpret and apply policies, regulations and rules in the area of entitlements.

Staff development and career support

- Identify and analyze staff development and career support needs and designs programs to meet identified needs. Prepares monitoring reports on staff development and career support programs.
- Analyze staff development and career support plans to ensure that they are consistent with the overall organizations goals, policies on staff development and career support, and the respective mandates.
- Evaluate effectiveness and impact of staff development and career support programs and recommends ways to enhance effectiveness and impact.
- Develop performance management system. Assists supervisors and staff with understanding and using the performance appraisal system (PAS).
- In consultation with the training coordinator, assess training needs, identifies, designs and delivers training programs to staff at all levels throughout the CAR police and gendarmerie.
- In consultation with the training coordinator, formulate examination policies, and develops and prepares examination questions and papers.

Other duties

- Advice on gender mainstreaming, respect of rights, responsibilities, code of conduct and difficulties associated with work and entitlements.
- Advice on staff welfare and identifies/proposes appropriate programs and remedial action.
- Provide guidance to program officers on policies and procedures.
- Conducts research in preparing policy papers, position papers and briefing notes on issues related to qualification examinations and tests.
- Perform and other duties as may be required through the chain of command within the framework of mandate implementation.

COMPETENCIES:

Professionalism: Knowledge and understanding of theories, concepts and approaches relevant to particular sector, functional area or other specialized field. Ability to identify issues, analyze and participate in the resolution of issues/problems. Ability to conduct data collection using various methods. Conceptual analytical and evaluative skills to conduct independent research and analysis, including familiarity with and experience in the use of various research sources, including electronic sources on the internet, intranet and other databases. Ability to apply judgment in the context of assignments given, plan own work and manage conflicting priorities. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

Planning & Organizing: Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

Accountability: Takes ownership of all responsibilities and honors commitments; delivers outputs for which one has responsibility within prescribed time, cost and quality standards; operates in compliance with organizational regulations and rules; supports subordinates, provides oversight and takes responsibility for delegated assignments; takes personal responsibility for his/her own shortcomings and those of the work unit, where applicable.

QUALIFICATIONS:

Education: Advanced university degree (Master's degree or equivalent) in human resources management, business or public administration, social sciences, education or other related fields. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree. Graduation from a certified police academy or other law enforcement training institution is required.

Experience: A minimum of 5 years (7 years in absence of first level university degree) of progressively responsible experience in human resources management, administration, staff development and career support programs, entitlements, performance management or a related area. Peacekeeping or other international

experience in the UN or other organizations is an advantage.

Language: Fluency in French, (both oral and written) is required; knowledge of English is desirable.

Preference will be given to equally qualified women candidates.

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