



Organization for Security and Co-operation in Europe

Director for Human Resources

Vienna, 03 March 2010

To: All OSCE Delegations in Vienna

SUBJECT: VACANCY IN THE OSCE OFFICE IN BAKU

The OSCE Office in Baku has identified the following vacancy that needs to be filled as soon as possible:

Police Expert 1 position

Delegations should identify qualified candidates and submit the OSCE Application Forms to the Recruitment Section (Seconded)/Department of Human Resources, in the Secretariat. Please note that the deadline for the submission of applications is 24 March 2010.

The vacancy notice can also be found on the OSCE website (www.osce.org).

Initial secondment for a period of at least one year is envisaged.



Organization for Security and Co-operation in Europe

Vacancy Notice Number: VNAZES00062
Vacancy Type: International Seconded
Field of Expertise: CIVILIAN POLICE
Functional Level (LoPC): SENIOR PROFESSIONAL
Post Title: POLICE EXPERT
OSCE Mission/Institution: OSCE Office in Baku
Duty Station: Baku, Azerbaijan
No. of Positions: 1
Date of Entry on Duty: 16-May-2010
Vacancy Notice Issue Date: 04-Mar-2010
Deadline for Application: 24-Mar-2010

General Minimum Requirements

The general minimum requirements for working with the OSCE are:

- Excellent physical condition
- Possession of a valid automobile driving license and ability to drive using manual transmission
- Ability to cope with physical hardship and willingness to work extra hours and in an environment with limited infrastructure

Field of Expertise Requirements

The general minimum requirements for working in this field of expertise are:

- Graduation from a recognized police training school
- Negotiating and interpersonal skills
- Ability to read and utilise maps
- Ability to perform first aid
- Regular, active police service experience
- Very good oral and written English communication skills
- Knowledge of International Police Standards and human rights

Level of Professional Competence Requirements

Furthermore, this level of responsibility requires the following:

Education:

Police administrative courses in relevant field and specialized subject area

Experience:

Minimum 10 years of diversified police experience including at least 12 months operational experience in the relevant field and specialized subject area

Mission Specific Requirements

Additionally, this particular post has specific requirements:

Mandatory:

- Substantial experience in implementing community policing programmes and other fields associated with policing
- Knowledge of various models of community policing programmes
- Experience in design, development, delivery, management and implementation of training courses for police
- Experience in analyzing training aspects of police co-operation and conducting seminars and other training and awareness raising activities for municipality-level administration, community representatives and law-enforcement staff at all levels
- Experience in developing multi-agency approaches to tackle community issues especially in regards to the integration of civil society organizations and citizens into policing processes
- Proven working experience in project management and planning issues including research and problem solving models
- Demonstrated ability to work with people of different cultural and religious backgrounds, gender and diverse political views, while maintaining impartiality and objectivity
- Professional fluency in the English language and ability to draft documents clearly and concisely
- Ability to operate windows applications including word processing, Power Point and e-mail
- Flexibility to work under pressure and within limited time frames

Desirable:

- Experience of working with senior government, police officials, international organizations and NGOs in the development and delivery of law enforcement initiatives
- Working knowledge of Azerbaijani, Turkish or Russian languages
- Previous working experience in a police assistance programme, in an international environment or within operational missions, preferably with an OSCE field mission
- Experience of working in the South Caucasus and/or knowledge of the region
- Demonstrated ability to successfully introduce new and different concepts to those involved in the security field

Tasks and Responsibilities

Under the supervision of the Police Expert, Community Policing in the Politico-Military Programme, the incumbent performs the following duties:

1. Assists in developing strategies for the improvement of community-police relations, especially on contemporary community policing methods and initiatives;
2. Prepares detailed schedules of project implementation, briefings, presentations and promotional materials as required;
3. Assesses training needs, develops and manages the implementation of community policing training programmes as well as evaluating their effectiveness;
4. Works together with the Chief of Police Department and associated officers in the assigned municipality(ies) to create the basis for establishing working relationships with the community in order to promote mutual support for the awareness, reduction, prevention and detection of crime, applying community policing principles;
5. Monitors and assesses the process of implementing community police practices in the assigned municipality;
6. Generates continuing interest and support for the projects in the Ministry at the highest level, by providing regular presentations on project development, especially on modern community policing strategies to Ministry personnel, city police departments, and training institutions;
7. Meets with local community leaders and civil society representatives; liaises with local counterparts at all levels, other international organizations and media representatives;
8. Develops and supports the existing confidence building measures in Mingechevir and other selected municipalities;
9. Performs other duties as required.

The OSCE is committed to achieving a better balance of women and men within the Organization. The nomination of female candidates is particularly encouraged.

Please apply to your relevant authorities several days prior to the deadline expiration to ensure timely processing of your application. Delayed nominations will not be considered.