

# United



# Nations Secretariat

*Vacancy Announcement for Positions in the Department of Peace Operations  
requiring official secondment from national governments of Member States of the United Nations Organization*

**VACANCY ANNOUNCEMENT NUMBER**

2023-SPC-75776-DPO

**DEADLINE FOR APPLICATIONS**

15 June 2023

**POST TITLE AND LEVEL**

Personnel Management Officer, P-3

**DUTY STATION**

BRINDISI

**ORGANIZATIONAL UNIT**

DEPARTMENT OF PEACE OPERATIONS

**INDICATIVE MINIMUM GROSS ANNUAL**

U.S. Dollars 75,972

**REMUNERATION (NOT INCLUDING POST ADJUSTMENT)**

CIRCULATION LIMITED TO MEMBER STATES. APPOINTMENTS ARE LIMITED TO SERVICE ON POSTS FINANCED BY THE SUPPORT ACCOUNT OF PEACE OPERATIONS.

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

**RESPONSIBILITIES:** The Police Personnel Management Officer reports directly to the SPC Team Leader of the Standing Police Capacity (SPC) which is a UN Police mechanism for starting up police components in new UN peace operations as well as assisting existing operations and partners on a continual basis. The incumbent is expected to deploy to peace operations for a period from 3 up to 6 months away from his/her duty station. When in the field, the incumbent evaluates the National Law Enforcement Personnel management, administration process, national system and other instruments related to strengthening the independence and personnel performance of law enforcement agencies as well as increasing their gender mainstreaming, transparency and accountability. S/he advises UN peace operations police components as well as national police services and authorities on the establishment of an efficient, transparent institutional law enforcement personnel system through capacity-building activities. S/he monitors and evaluates recruitment and placement related activities of law enforcement agencies and recommends changes or corrections related to procedures to these offices, evaluates and mentors the work of the National Law Enforcement Agencies Personnel Resources in carrying out all human resources administrative transactions including preparation of personnel actions, maintenance of staffing tables, and processing of contracts and mainstreaming of gender policies. The incumbent assists in ensuring that the SPC's activities are adequately framed and integrated into a wider rule of law framework, in particular with regard to identifying and supporting relevant linkages between administrative systems, legislative, judicial reform, police and prison reforms. S/he provides advice and support to managers and staff of national law enforcement agencies on the establishment of efficient and transparent personnel systems related matters. S/he prepares special reports and participates and/or leads special personnel management resources projects including on enhanced recruitment of female police officers within the UN Global Effort. S/he will keep abreast of developments in various areas of personnel management. On the Administration of the Law Enforcement Agencies Personnel Department (institution): S/he will provide advice on interpretation and application of policies, regulations and rules as well as initiate reviews when appropriate. S/he provides advice on vetting process and civilian oversight mechanisms as an integral part of a police service's framework of ethics and professional standards. Assists classification analysis of jobs in the national Law Enforcement Agencies. S/he provides guidance to national Law Enforcement Agencies Personnel managers on the application of classification policies and procedures and by undertaking a whole office review.

### **COMPETENCIES:**

**Professionalism:** Knowledge of police human resources policies, practices and procedures and ability to apply them in a police organizational and institutional setting. Ability to identify issues, formulate policy, make conclusions and recommendations. 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. **Teamwork:** Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

### **QUALIFICATIONS:**

**Education:** Advanced university degree (Master's degree or equivalent) in criminal justice, police sciences, police administration and management or other related field. A first level university degree in combination with qualifying experience in law enforcement and police may be accepted in lieu of the advanced university degree. Graduation from a certified police academy or similar law enforcement training institution is required. **Work Experience:** A minimum of five years (seven years in absence of advanced university degree) of progressively responsible experience in police administration, management, human resources or related field, including police human resources planning and recruitment at the national and/or international level is required. Knowledge of project management and experience in training delivery as well as of gender mainstreaming is an advantage. Peacekeeping or other international experience in the UN or other organizations is desirable. **Rank:** The candidate must be in the rank of Chief/Senior Inspector, Major, equivalent or higher rank. **Languages:** For the post advertised, fluency in oral and written English is required. Fluency in French is desirable.

**Date of Issuance:** 14 March 2023

**Preference will be given to equally qualified women candidates**