

Posting Title : Associate Security Coordination Officer, NOB

Job Code Title : Associate Security Coordination Officer

Department/ Office : United Nations Organization Stabilization Mission in the Democratic Republic of Congo

Location : KINSHASA

Posting Period : 12 June 2024-11 July 2024

Job Opening number : 24-Security-MONUSCO-236582-R-KINSHASA (M)

Staffing Exercise : N/A

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

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### **Org. Setting and Reporting**

This position is located in the Special Investigations Unit (SIU) within the United Nations Organization Stabilization Mission in the Democratic Republic of Congo (MONUSCO) with duty station, Kinshasa. The Associate Security Coordination Officer will report to Chief of the SIU under the overall supervision of the Principal Security Advisor (PSA) or the Chief Security Officer.

### **Responsibilities**

Within the limits of delegated authority, the Associate Security Coordination Officer may be responsible for the following duties:1. Establishes and maintains close relations with host country security agencies and acts as liaison between the senior security professionals and the host country services, to discuss potential problems and plan possible methods of resolution;2. Supports the on-going evaluation of air, land and sea evacuation routes and resources for use in emergencies, ensuring the availability of vehicles, aircrafts, vessels, fuel supply and assessable roads;3. Conducts routine security surveys of office and residential areas and premises;4. Conducts physical security inspections of facilities, issuance of identity cards, if possible background checks and entry control;5. Assists in identifying and recording United Nations assets and number of staff and dependents to be protected and estimates number of guards required;6. Ensures that staff members and their dependents are kept fully informed on matters affecting their security and safety;7. Performs routine investigations and assessments to ensure the SOP's are followed and where necessary advise the Chief of Section on training requirements based on UNDSS investigations and/or OIOS investigations manual, etc.;8. Assists the Chief of Section or other higher grade Security Officer in establishing policies and procedures for reviewing investigations, SOPs and policies within SIU;9. Support the Chief of Section in preparing reports related to investigative activity;10. Assists higher grade Security

Officers in establishing policies and procedures for reviewing crisis situations and preparing contingency plans for emergencies; 11. Assists in the recruitment, training and supervision of local security guards;12. Performs other duties as required.

## **Competencies**

**Professionalism:**Excellent knowledge of security management combined with solid background of military or other security specialization; ability to effectively deal with stress factor when encountered in security management; good technical skills to understand and consolidate the varying specializations such as electronics, communications, mechanics, explosives and other sophisticated devices encountered in security system management. 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.**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's shortcomings.**Planning and Organizing:**Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities where necessary; 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.

## **Education**

An advanced university degree in security management, information management or business administration, political/social science or international relations with focus on security management is required. A first-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree. A diploma from a recognized military or police academy in combination with four additional years of qualifying experience may be accepted in lieu of a first level university degree.

## **Job Specific Qualifications**

### **Work Experience**

A minimum of two (2) years of progressively responsible experience in investigations, military, police, security management preferably in the police or military context or related area is required.

## **Languages**

English and French are the working languages of the United Nations Secretariat. For the position advertised, fluency in English and French (both oral and written) is required.

## **Assessment**

Evaluation of qualified candidates may include an assessment exercise or competency-based interview or both.

## **Special Notice**

This position is subject to local recruitment pursuant to staff rule 4.4 of the United Nations Staff Rules. This job opening is to identify the most qualified candidate for the United Nations Organization Stabilization Mission in the Democratic Republic of Congo (MONUSCO). Candidates endorsed by the LRP but not selected will be placed on the Associate Security Coordination Officer, NO-B roster. The entire assessment process takes an average of six months; all applicants will be notified in writing of the outcome of their application (whether successful or unsuccessful) within 14 days of the conclusion of the process. Successful candidates will be placed on the roster and subsequently will be invited to apply for field mission vacancies open only to roster members. Roster membership does not guarantee selection. Candidates for the National Professional Officer category shall be of the nationality of the country where this position is located. Appointment or assignment against this position is for an initial period of one year. The appointment or assignment and renewal thereof are subject to the availability of the post or funds, budgetary approval or extension of the mandate. The United Nations Secretariat is committed to achieving 50/50 gender balance in its staff. Female candidates are strongly encouraged to apply for this position. Staff members are subject to the authority of the Secretary-General and to assignment by him or her. In this context, all staff are expected to move periodically to new functions in their careers in accordance with established rules and procedures.

## **United Nations Considerations**

According to article 101, paragraph 3, of the Charter of the United Nations, the paramount consideration in the employment of the staff is the necessity of securing the highest standards of efficiency, competence, and integrity. Candidates will not be considered for employment with the United Nations if they have committed violations of international human rights law, violations of international humanitarian law, sexual exploitation, sexual abuse, or sexual harassment, or if there are reasonable grounds to believe that they have been involved in the commission of any of these acts. The term "sexual exploitation" means any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual

exploitation of another. The term "sexual abuse" means the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions. The term "sexual harassment" means any unwelcome conduct of a sexual nature that might reasonably be expected or be perceived to cause offence or humiliation, when such conduct interferes with work, is made a condition of employment or creates an intimidating, hostile or offensive work environment, and when the gravity of the conduct warrants the termination of the perpetrator's working relationship. Candidates who have committed crimes other than minor traffic offences may not be considered for employment. Due regard will be paid to the importance of recruiting the staff on as wide a geographical basis as possible. The United Nations places no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. The United Nations Secretariat is a non-smoking environment. Reasonable accommodation may be provided to applicants with disabilities upon request, to support their participation in the recruitment process. By accepting a letter of appointment, staff members are subject to the authority of the Secretary-General, who may assign them to any of the activities or offices of the United Nations in accordance with staff regulation 1.2 (c). Further, staff members in the Professional and higher category up to and including the D-2 level and the Field Service category are normally required to move periodically to discharge functions in different duty stations under conditions established in ST/AI/2023/3 on Mobility, as may be amended or revised. This condition of service applies to all position specific job openings and does not apply to temporary positions. Applicants are urged to carefully follow all instructions available in the online recruitment platform, inspira, and to refer to the Applicant Guide by clicking on "Manuals" in the "Help" tile of the inspira account-holder homepage. The evaluation of applicants will be conducted on the basis of the information submitted in the application according to the evaluation criteria of the job opening and the applicable internal legislations of the United Nations including the Charter of the United Nations, resolutions of the General Assembly, the Staff Regulations and Rules, administrative issuances and guidelines. Applicants must provide complete and accurate information pertaining to their personal profile and qualifications according to the instructions provided in inspira to be considered for the current job opening. No amendment, addition, deletion, revision or modification shall be made to applications that have been submitted. Candidates under serious consideration for selection will be subject to reference checks to verify the information provided in the application. Job openings advertised on the Careers Portal will be removed at 11:59 p.m. (New York time) on the deadline date.

## **No Fee**

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON APPLICANTS' BANK ACCOUNTS.