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No.21023/11/2019-PF-VI
GOVERNMENT OF INDIA
Ministry of Home Affairs
[Police Division-II]
PF-VI

MHA, North Block,
New Delhi, 110001

Dated 04 November, 2019

04 NOV 2019

ADa(14)
ADa(A)

To :

1. The Chief Secretaries and DsG (P)s of all States / UTs
2. Directors - IB/CBI/SVPNPA/SPG/NEPA/NICFS/CFSL/DCPW
3. DsG - BSF/CRPF/ITBP/CISF/NSG/RPF/BPR&D/SSB
/NCB/NIA/Assam Rifles (Through LOAR)
4. Commissioner of Police Delhi.

पुलिस महानिदेशक
11-11-19 उत्तर प्रदेश

Subject :- Nomination for Seven different posts to the UN Police Division's Standing Police Capacity(SPC) at UN Logistics base (UNLB) at Brindisi, Italy.

Sir/Madam,

Police Division, UNHQ through Permanent Mission of India to United Nations(PMI to UN) has sought the nomination of eligible candidates for the subject Job opening.

2. The job description along with the requisite eligibility criteria/qualifications of the following post title at **Standing Police Capacity (SPC) at Un logistics base (UNLB) at Brindisi, Italy** are enclosed/attached with this letter for needful reference. It is strongly recommended to nominate those candidates meeting all requirements for the positions/posts as described in Job descriptions. It is here mentioned that the preference will be given to equally qualified women candidates.

S N	Post Title	Post Level	Vacancy No
1	Community policing Adviser	P-4	2019-SPC-75918-DPO
2	Logistics planning officer	P-3	2019-SPC-75773-DPO
3	Personnel Management officer	P-3	2019-SPC-75776-DPO
4	Police Reform Officer	P-4	2019-SPC-75911-DPO
5	Community Policing Officer	P-3	2019-SPC-75924-DPO
6	Investigations Adviser	P-4	2019-SPC-75509-DPO
7	Public Order Adviser	P-4	2019-SPC-75916-DPO

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Secy

12-11-19

अपर पुलिस महानिदेशक (सहायक)

मुख्यालय पुलिस महानिदेशक,

उत्तर प्रदेश

12/11/2019

12-11-19

3. Therefore, It is requested that nomination of **eligible and willing officers** of the rank of **DySP/SP for (P-3 level) and SP/DIG for (P-4 level)** for above posts may be submitted through proper channel only to this Ministry by **20th November, 2019** along with the following documents (**all mandatory**) duly completed in all respect:-

- i. United Nations Personal History Profile (**PHP**) form (**P.11**) duly completed and signed by the nominated candidate.
- ii. United Nations **Employment and Academic Certification** [attachment to personal history profile (P-11)] Form **duly completed and signed by** the nominated candidate as well as the **relevant local / nominated authority**.

Note: - In Earlier instances, It was observed that the EAC was submitted without the signature of Designated Authority of concerned Force resulting rejection of nomination. Hence, the forwarding authority should ensure that the EAC is duly signed by the applicant as well the Designated Authority of Force. All requisite details i.e position for which applying, job opening number, date of commission, degrees and academic distinctions and all other requisite details should be filled properly.

- ii. Personal details as per **Annexure-I**.
- iii. **Human Rights certificate must be included**(proforma enclosed).

4. **No modified format other than the specimen enclosed duly typed will be entertained/accepted as it invites lot of observations from UN HQ (UNDPKO) while finalizing the nominations.** Hand written PHP will not be entertained/accepted. It may be ensured that the photographs of the officer applying for the post should be placed on the front side of P-11 form and signature in the last page at relevant place.

5. Personal History Profile (P-11) , EAC, and HR certificate along with forwarding letter of each nominated candidate are required to be submitted in separate files (PDF **format** only) through E-mail at police2-un@mha.gov.in and us-polfin6@mha.gov.in before the deadline.

6. It may please be ensured that the nominees are **clear from Vigilance angle and Necessary Cadre Clearance (for all Officers) from MHA/State Government/CAPFs/any other lending organization must be forwarded with nomination.**(without cadre clearance and NOC from parent cadre, nominations will not be entertained).

7. **No direct application will be entertained.** Applications through proper channel only i.e. through Home Department(State) and approval of Head of Organization will be entertained. Applications received after the deadline specified will not be accepted.

8. Concerned authorities may please ensure and advice their officers not to make any direct queries with this ministry or UNHQ regarding selection. This ministry will not entertain personal queries from individual applicants.

Yours Faithfully



(S. Muthukumar)

Under Secretary (PF-VI)

-☎: 23092527

us-polfin6@mha.gov.in

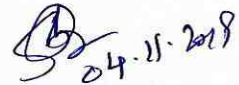
Copy to

Commissioner of Police .

Mumbai, Kolkata, Chennai and Bangalore.

It is requested to forward the nominations of eligible and willing officers though State Government only.

1. SO (IT), MHA - With the request to upload the above communication on MHA website (Police Division-II(secondment vacancy) and 'what's new'.
2. DS(UNP)-BA, MEA, JNB (2029), New Delhi



(S. Muthukumar)

Under Secretary (PF-VI)

-☎: 23092527

us-polfin6@mha.gov.in

UNITED NATIONS



NATIONS UNIES

POSTAL ADDRESS - ADRESSE POSTALE, UNITED NATIONS, N.Y. 10017
CABLE ADDRESS - ADRESSE TELEGRAPHIQUE: UNATIONS NEW YORK

UNITED NATIONS HEADQUARTERS
SECURE COINTEL OPERATIONS

2019 OCT 30 P 12: 18

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DPO/OROISI/PD/2019/201

The Secretariat of the United Nations presents its compliments to the Permanent Mission of Member State to the United Nations and has the honour to invite its Government to nominate individual police officers in active service for appointment on secondment to the Standing Police Capacity of the Police Division, with its duty station in the United Nations Logistics Base in Brindisi, Italy (UNLB), for a period of one year. Any further contract extension can be granted on an exceptional basis provided there is a mission mandate requirement and the incumbent displays good performance, dedication, professionalism and the achieved results. The final decision on the extension is subject to approval by the United Nations and concurrence by the national authorities.

Details regarding the post/s for which the Secretariat is seeking qualified applicants are provided in the attached job opening/s No 2019-SPC-75916-DPO, 2019-SPC-75918-DPO, 2019-SPC-75911-DPO, 2019-SPC-75909-DPO, 2019-SPC-75773-DPO, 2019-SPC-75776-DPO and 2019-SPC-75924-DPO. Also attached are the "Application Procedures for Positions in United Nations Police Components in Peacekeeping Operations and Special Political Missions Requiring Official Secondment from National Governments of Member States of the United Nations".

The Secretariat kindly requests the Permanent Mission to submit a separate application for each nominee for each job opening to the Selection and Recruitment Section/ Police Division/OROISI/DPO, 1 UN Plaza, 7th floor, room DC1-0716, in accordance with the above-referenced procedures, certifying that the nominee/s meet/s the requirements in the attached job opening/s. Applications submitted after the deadline specified in the job opening will not be considered.

The Permanent Mission is also requested to confirm that selected candidates will be released, in a timely manner, from the national police service obligations for service with the United Nations. It is also requested to ensure that the rank of each candidate submitted is indicated on the application. In addition, it is strongly recommended that Member States carefully pre-screen their applicants and submit only those candidates meeting all requirements for the position as described in the job opening/s.

Member States are strongly encouraged to nominate qualified female police officers. Preference will be given to equally qualified women candidates.



The Secretariat wishes to inform the Permanent Mission of Member State that, in an effort to streamline and expedite the procedures of recruiting seconded officers, candidates placed on a roster following the selection process may be considered for posts with similar functions within a period of two years and if recommended for deployment, further arrangements will be coordinated with the Permanent Mission in due course.

It should be noted that during the period of their secondment, officers may not transfer to alternative positions within the United Nations. As a result, the nomination of police officers who are currently United Nations staff members on secondment, will not be considered.

The Secretariat wishes to reiterate that promoting and encouraging respect for human rights is a core purpose of the United Nations and central to the delivery of its mandates. Should the Secretariat become aware of grave human rights violations which give rise to concerns as to the record and performance of [country] police personnel, this may constitute grounds to revoke its acceptance of such personnel to serve in UN peace operations. In the case of nominees who have been investigated for, charged with or prosecuted for any criminal offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving are not considered minor traffic violations for this purpose), but were not convicted, the Government is requested to provide information regarding the investigation(s) or prosecutions concerned. The Government is also requested to certify that it is not aware of any allegations against its nominated candidates that they have committed or been involved, by act or omission, in the commission of any acts that may amount to violations of international human rights law or international humanitarian law.

The Secretariat recalls that it has a zero-tolerance approach to fraud and corruption. The Government is therefore requested to certify that there was no corruption or fraud in the nomination and extension procedures of police officers on secondment to the United Nations. Should the Secretariat become aware of allegations of corruption or fraud in the nomination or extension procedures of police officers on secondment, this may constitute grounds to revoke its acceptance of such personnel to serve in the United Nations as well as suspension of any future police deployments from the contributing country concerned.

The Secretariat also recalls that the responsibilities of those personnel who are appointed to serve in United Nations peacekeeping or special political missions are exclusively international in character. They perform their functions

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NATIONS UNIES

under the authority of, and in full compliance with, the instructions of the Secretary-General of the United Nations and persons acting on his behalf and are duty-bound not to seek or accept instructions in regard to the performance of their duties from any government or from other authorities external to the United Nations. Seconded personnel should carry out their functions in accordance with all applicable regulations, rules and procedures of the Organization.

The Secretariat of the United Nations avails itself of this opportunity to renew to the Permanent Mission of Member State to the United Nations the assurances of its highest consideration.

29 October 2019

A handwritten signature, likely of a representative of the United Nations Secretariat, is written over the date '29 October 2019'.

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

2019-SPC-75918-DPO

DEADLINE FOR APPLICATIONS

2 December 2019

POST TITLE AND LEVEL

Community Policing Adviser, P-4

DUTY STATION

BRINDISI

ORGANIZATIONAL UNIT

DEPARTMENT OF PEACE OPERATIONS

INDICATIVE MINIMUM GROSS ANNUAL

U.S. Dollars 94,268

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 Community Policing Adviser will report to a Team Leader of the Standing Police Capacity (SPC), a UN Police mechanism for starting up police components in UN peace operations as well as assisting existing operations on a continual basis. It is envisaged that the incumbent will deploy to missions and be away from his/her duty station for an initial period from three to six months. The incumbent will be responsible for developing and implementing a wide variety of community oriented policing principles and programmes as required within the terms of reference of respective SPC assignments. When at headquarters in Brindisi s/he will study and isolate best practices in community oriented policing at the national and international levels with a view to formulating precise activities that the SPC can support once deployed on the ground, noting the primary rationale of UN Police which is to build institutional police capacity in countries and environments affected by conflicts and post-conflict environments. This work will include developing and regularly updating a Community oriented Policing Conceptual and Operational Framework in collaboration with the Police Division of the Department of Peace Operations and UN Police operations in the field. S/he will identify potential new and existing field operations wherein either community oriented policing pilots and other programmes can be implemented by the UN in co-operation with relevant international and national partners, including donors, or where existing community oriented policing programmes can be enhanced and/or expanded with the special assistance and know-how of the SPC. When deployed in the field missions, the Community Policing Adviser will work closely with UN Police and other police-support and rule of law actors in the mission area to advise and support local law enforcement with community oriented policing activities. This work will involve making recommendations on how local law enforcement should be organized, structured, trained and resourced to support community oriented policing at all levels, with a particular focus towards improving law enforcement relations and consultation with and understanding of the position of women, children and other vulnerable groups in environments affected by conflicts around which violence and crime often centres including former combatants, refugees and internally displaced persons.

COMPETENCIES:

Professionalism: Demonstrated mastery of theories, concepts and approaches relevant to democratic policing, law enforcement, community safety and institutional capacity-building; experience in community oriented policing concepts and methods. 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 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 law, social sciences, criminal justice or related field. A combination of a Bachelor's degree and extensive experience in police operational matters including community oriented policing may be accepted in lieu of the advanced degree. Graduation from a certified police academy or other law enforcement training facility is required. **Work Experience:** A minimum of seven years of progressively responsible experience in active national police service at the strategic, operational and administrative levels with the rank of Superintendent or Lt. Colonel, other service equivalent or higher rank is required. At least three years of specific experience in community-oriented policing, both policy-making and implementation is required. Peacekeeping or other international experience in the UN or other international organizations is desirable. **Languages:** English and French are the working languages of the UN. For the post advertised, fluency in oral and written English is required. Fluency in French is desirable.

Date of Issuance: 28 October 2019

Preference will be given to equally qualified women candidates

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

DEADLINE FOR APPLICATIONS

POST TITLE AND LEVEL

DUTY STATION

ORGANIZATIONAL UNIT

INDICATIVE MINIMUM GROSS ANNUAL

REMUNERATION (NOT INCLUDING POST ADJUSTMENT)

2019-SPC-75773-DPO

2 December 2019

Logistics Planning Officer, P-3

BRINDISI

DEPARTMENT OF PEACE OPERATIONS

U.S. Dollars 75,972

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: Under the direct supervision of a Team Leader of the Standing Police Capacity (SPC), the Logistics Planning Officer provides assistance and know-how in the field of logistics and the field of new technologies as pertaining to improving the overall effectiveness and efficiency of law enforcement operations. The SPC 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. When at the duty station, the incumbent works with all staff and logistical and other administrative experts in the Department of Peace Operations to ensure that logistical planning for law enforcement is adequately included into the terms of reference of respective SPC assignments as well as other UN Police operations in the planning stage. S/he will coordinate UN efforts in key working groups in the field of new and/or advanced technologies. This involves undertaking analyses and surveys of UN Police logistical needs and practices with a view to preparing a series of varied logistical support analyses and plans for the SPC to execute once deployed on the ground. When deployed in the field, s/he assists UN Police and logistical experts in support of the purchasing, transport, delivery and storage of law enforcement equipment and material to the mission area and analyses the local environment to determine procurement and other logistical needs and possibilities for national law enforcement. S/he identifies and assists all possible sources of logistical assistance and funding to help realize the creation of base-line logistical capacity in local law enforcement agencies, including the creation and maintenance of a core fleet of vehicles, law enforcement personal gear, non-lethal and other weapons, crowd management equipment, communications systems, training facilities and equipment and others as required.

COMPETENCIES:

Professionalism: Knowledge of theories, concepts and approaches relevant to police logistics and new or advanced technologies in regard to democratic policing, law enforcement, community safety, capacity-building and logistics in the field of law enforcement; good research, analytical and problem-solving skills. 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 the applied sciences, social sciences or other relevant field. A first level university degree with a combination of relevant academic qualifications and extensive experience in law enforcement operational matters, including logistical support and procurement 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 of active law enforcement experience in a national law enforcement agency on a wide range of operational and management issues, including three years of logistical support and procurement for law enforcement agencies is required. Being active national police service with a rank of Major or Chief Inspector, other service equivalent or higher rank is required. Knowledge and experience of new and/or advanced technologies are highly desirable. Peacekeeping or other international experience in the UN or other organizations is desirable. **Languages:** English and French are the working languages of the UN. For the post advertised, fluency in oral and written English is required. Fluency in French is desirable.

Date of Issuance: 29 October 2019

Preference will be given to equally qualified women candidates

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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

DEADLINE FOR APPLICATIONS

POST TITLE AND LEVEL

DUTY STATION

ORGANIZATIONAL UNIT

INDICATIVE MINIMUM GROSS ANNUAL

REMUNERATION (NOT INCLUDING POST ADJUSTMENT)

2019-SPC-75776-DPO

2 December 2019

Personnel Management Officer, P-3

BRINDISI

DEPARTMENT OF PEACE OPERATIONS

U.S. Dollars 75,972

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 administers and provides advice on salary and related benefits, if applicable. 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 the applied sciences, social sciences or other relevant field. A first level university degree with a combination of relevant academic qualifications and extensive experience in law enforcement and police general investigations 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 of progressively responsible experience in active national police service with a rank of Major or Chief Inspector, other service equivalent or higher rank is required. Experience within law enforcement organization on a wide range of operational, management and administrative issues especially in human resources management 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. **Languages:** English and French are the working languages of the UN. For the post advertised, fluency in oral and written English is required. Fluency in French is desirable.

Date of Issuance: 29 October 2019

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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

DEADLINE FOR APPLICATIONS

POST TITLE AND LEVEL

DUTY STATION

ORGANIZATIONAL UNIT

INDICATIVE MINIMUM GROSS ANNUAL

REMUNERATION (NOT INCLUDING POST ADJUSTMENT)

2019-SPC-76911-DPO

2 December 2019

Police Reform Adviser, P-4

BRINDISI

DEPARTMENT OF PEACE OPERATIONS

U.S. Dollars 94,268

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 incumbent shall provide assistance and support on a wide range of law enforcement reform matters with focus on strategic development and institution building including for host states with missions in transition as they pertain to support provided by and activities of the Standing Police Capacity (SPC). The Police Reform Adviser reports directly to the designated Team Leader of the SPC. The SPC is a part of the UN Police Division that supports the starting up of police components in new UN peace operations and/or special political missions as well as provides support and assistance to 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. In line with the decisions and guidelines of the Police Division and the Chief of the SPC, the incumbent provides a wide range of expert advisory with focus on strategic development and institution building. S/he will provide assistance activities on law enforcement reform matters relevant to supporting new and existing police components in UN peace operations. When at SPC's duty-station in Brindisi, the incumbent reviews respective UN Police operations from the perspective of supporting national law enforcement institutional development and capacity-building, identifying as required best practices in international policing. Particular focus is placed on ascertaining business management gaps in national law enforcement, wherein the SPC can be of assistance in filling, including deficiencies in strategic planning, organization and structure, human resources and skills development, asset management and use of technology. When deployed to the field, the incumbent works in close cooperation with UN Police and other international actors to address chronic business management gaps in local law enforcement that may include the identification of specific tasks upon which the SPC can channel and impart its expertise and know-how – programmatic, advisory or otherwise.

COMPETENCIES:

Professionalism: Wide knowledge of theories, concepts and approaches in the field of law enforcement relevant to democratic policing, community safety, capacity-building and development, civilian oversight mechanisms, human rights, gender mainstreaming etc.; good research, analytical and problem-solving skills; ability to identify and participate in the resolution of complex issues and problems; ability to provide sound advice and assistance to the UN Police as well as national police. 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 degree (Master's degree or equivalent) in the applied sciences, social sciences or relevant field. A first level university degree with a relevant combination of academic qualifications and experience in rule of law and police reform 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 seven years of progressively responsible experience in rule of law developmental matters - knowledge of police reform, including law enforcement development and capacity-building is required. In active national police service with a rank of Superintendent or Lt. Colonel, other service equivalent or higher rank is required. Experience in the use of modern Internet-based research methodologies and sources are required. Peacekeeping or other international experience in the UN or other organizations is desirable. **Languages:** English and French are the working languages of the UN. For the post advertised, fluency in oral and written English is required. Fluency in French is desirable.

Date of Issuance: 29 October 2019

Preference will be given to equally qualified women candidates

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

DEADLINE FOR APPLICATIONS

POST TITLE AND LEVEL

DUTY STATION

ORGANIZATIONAL UNIT

INDICATIVE MINIMUM GROSS ANNUAL

REMUNERATION (NOT INCLUDING POST ADJUSTMENT)

2019-SPC-75924-DPO

2 December 2019

Community Policing Officer, P-3

BRINDISI

DEPARTMENT OF PEACE OPERATIONS

U.S. Dollars 76,972

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 incumbent reports directly to the Community Policing Officer in the Standing Police Capacity (SPC), while being under the overall supervision of a Team Leader. The SPC is a UN Police mechanism for starting up police components in UN peace operations as well as assisting existing operations on a continual basis. S/he assists in the development and implementation of community policing strategies and programmes within the terms of reference of respective SPC assignments. When required, a particular focus of the incumbent is on isolating and supporting the linkages between community policing and the processes of disarmament, demobilization and reintegration of former combatants. The incumbent also assists other SPC members as directed in other law enforcement thematic areas outside of his/her own area of focus. When at headquarters, the incumbent provides community policing input into the SPC's pre-mission planning and preparatory activities, including undertaking analytical and technical reviews and surveys of community policing practices in UN peace operations. This work is done through the prism of developing various community policing strategies and programmes that the SPC can support once deployed on the ground, as part of a 'SPC Community Policing Framework'. When in the field, the incumbent works closely with UN Police and other international and local rule of law development actors and assists local law enforcement with community policing activities, keeping in mind the strategic mission of UN Police which is to build institutional law enforcement capacity in post conflict environments. As such, the incumbent aims both in devising overarching strategies and providing technical recommendations on how local law enforcement can be supported in the community policing sector from the developmental perspective including organization, structure, training and resources required to support grass-roots level community policing.

COMPETENCIES:

Professionalism: Demonstrates professional competence and mastery of subject matter; is motivated by professional rather than personal concerns; knowledge of democratic policing, law enforcement, community safety and capacity-building; ability to remain calm in stressful situations; good research, analytical and problem-solving skills. 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 the applied sciences, social sciences or relevant field. A first level university degree with a relevant combination of academic qualifications and extensive experience may be accepted in lieu of the advanced university degree. Graduation from a certified police academy or other similar law enforcement training institution is required. **Work Experience:** A minimum of five years of progressive responsible experience in law enforcement matters including community policing, is required with a rank of Chief Inspector or Major, other service equivalent or higher rank. Experience in the use of modern Internet-based research methodologies and sources are required. Peacekeeping or other international experience in the UN or other organizations is desirable. **Languages:** English and French are the working languages of the UN. For the post advertised, fluency in oral and written English is required. Fluency in French is desirable.

Date of Issuance: 29 October 2019

Preference will be given to equally qualified women candidates

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

2019-SPG-75909-DPO

DEADLINE FOR APPLICATIONS

2 December 2019

POST TITLE AND LEVEL

Investigations Adviser, P-4

DUTY STATION

BRINDISI

ORGANIZATIONAL UNIT

DEPARTMENT OF PEACE OPERATIONS

INDICATIVE MINIMUM GROSS ANNUAL

U.S. Dollars 84,268

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 Investigations Adviser reports directly to a 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 on a continual basis. The incumbent is expected to be deployed to peace operations for periods from 3 up to 6 months away from his/her duty station. The incumbent provides a wide spectrum of advisory and assistance in the field of combating transnational crime, organized crime and other emerging crime issues, especially in post-conflict environments. *She* provides expert advice and assistance on law enforcement investigation procedures, practices and techniques in the context of the SPC's planning at headquarters and specific assignments in the field. Focus is placed on advising and supporting various aspects of investigating serious crimes, including transnational organized crime, crime scene and forensic evidence matters. The incumbent speaks on technical issues affecting the investigation of serious crimes, such as pre-trial discovery, collection, classification, rules of evidence, and the identification and protection of crime scenes. When at the duty station, the incumbent engages in Serious Crime Analysis and undertakes relevant studies and surveys of serious crime factors as they pertain to the mandates of respective UN Police components in UN peace operations. This work includes determining the specific role to be played by the SPC in providing UN Police in the field with investigations assistance and/or supporting the development of this capacity in national law enforcement agencies that the UN Police are tasked to assist. In the field, *she* works closely with UN Police and national law enforcement authorities in mapping out threats to public security originating from serious crime incidents and lack of law enforcement investigation. The Investigations Adviser develops and supports the implementation of local programs and other activities aimed at strengthening the procedures and rules governing national law enforcement investigations of serious crimes, including the spectrum of transnational crime. From the perspective of building institutional law enforcement capacity in post-conflict environments, which is the strategic mission of UN Police, the incumbent seeks to support organizational and structural change in national law enforcement agencies, such as the creation of professional law enforcement investigative units, and advises the national police and other law enforcement officials in planning, developing, and implementing programs and activities to deal with transnational crime and to provide specialized institutional capacity-building assistance in this area.

COMPETENCIES:

Professionalism: Knowledge of theories, concepts and approaches relevant to democratic policing, law enforcement, community safety and capacity-building; relevant knowledge of the conduct and performance of investigations in a national law enforcement agency, including in the field of combating transnational crime; knowledge of the current trends and developments in the field of investigations, in general and pertaining to transnational and organized crime. Good research, analytical and problem-solving skills; ability to identify and participate in the resolution of complex issues and problems. 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 the applied sciences, social sciences, laws or other relevant field. A first level university degree with a relevant combination of academic qualifications and extensive experience in police operational matters, including serious crime investigations may be accepted in lieu of the advanced university degree. Graduation from a certified police academy or other law enforcement training facility is required. **Work Experience:** A minimum of seven years of active law enforcement experience on a wide range of operational and administrative issues, including three years of experience in management and policy-making with regard to serious crime investigations including of transnational organized crime and crime scene management/forensics is required. In active national police service with a rank of Superintendent or Lt. Colonel, other service equivalent or higher rank is required. Experience in the use of modern Internet-based research methodologies and sources are required. Peacekeeping or other international experience in the UN or other organizations is desirable. **Languages:** English and French are the working languages of the UN. For the post advertised, fluency in oral and written English is required. Fluency in French is desirable.

Date of Issuance: 29 October 2019

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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

2019-SPC-75916-DPO

DEADLINE FOR APPLICATIONS

2 December 2019

POST TITLE AND LEVEL

Public Order Adviser, P-4

DUTY STATION

BRINDISI

ORGANIZATIONAL UNIT

DEPARTMENT OF PEACE OPERATIONS

INDICATIVE MINIMUM GROSS ANNUAL

U.S. Dollars 94,268

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: Under the direct supervision of a Team Leader of the Standing Police Capacity (SPC), the incumbent advises and assists on the law enforcement maintenance of public order including crowd management and riot control. The SPC is a UN Police mechanism for starting up police components in new UN peace operations as well as assisting existing operations on a continual basis. The incumbent provides advice on the deployment and use of international Formed Police Units (FPUs) in UN peace operations as well as the development of this capacity in indigenous law enforcement agencies that UN Police are mandated to assist. Activities are undertaken with regard to building institutional law enforcement capacity in the public order field, in line with the strategic mission of UN Police. When at Brindisi, the incumbent interacts closely with officials in the Police Division of the Department of Peace Operations and develops doctrine and concepts of operation on law enforcement and public order matters relevant to the respective assignments given to the SPC. S/he reviews current UN Police operations with a view to formulating proposals on public order assistance that the SPC is expected to undertake once deployed on the ground. When deployed in the field, the incumbent advises and assists UN Police in the deployment and use of FPUs as well as other public order practices and advises local law enforcement on the full breadth of law enforcement responses to ensure public order. Focus is placed on the organizational and structure changes required in indigenous law enforcement as well as developing local capacity and tactics for law enforcement units in crowd management and anti-riot operations, both during peaceful as well as violent demonstrations and protests. The incumbent pays particular attention to the needs and requirements of indigenous formed police capacities and makes expert recommendations to support their overall development. S/he may also provide advice and assistance on crowd-related issues, close police protection of VIPs, policing diplomatic compounds and other representative areas, and providing police convoy and escort services.

COMPETENCIES:

Professionalism: Knowledge of theories, concepts and approaches relevant to democratic policing, law enforcement, community safety and capacity building; good research, analytical and problem-solving skills; ability to identify and participate in the resolution of complex issues and problems. 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 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 the applied sciences, social sciences or other relevant field. A first level university degree with a combination of relevant academic qualifications and extensive experience in police operational matters, including public order maintenance 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 7 years of active law enforcement experience in a national law enforcement agency at the strategic, operational and administrative levels, including at least three years of experience in crowd management and riot control and other public order matters, both with regards to policy-making and implementation, is required. Must be in active national police service with the rank of Superintendent or Lt. Colonel, other service equivalent or higher rank is required. Peacekeeping or other international experience in the UN or other organizations is desired. **Languages:** English and French are the working languages of the UN. For the post advertised, fluency in oral and written English is required. Fluency in French is desirable.

Date of Issuance: 29 October 2019

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BIO-DATA PROFORMA

Recent passport
size photograph

1. Name of Post applied.
2. Job opening number
3. Name of the Officer
4. Designation/Rank/organization and Pay scale/pay band with present place of posting.
5. In the case of officers of deputation with other organization.
 - (a) Name of Parent organization.
 - (b) Name of organization presently employed.
 - (c) Date of deputation
 - (d) Expected date of repatriation to parent cadre/organization.
6. Date of Birth
7. Education/Qualification
8. Date of Joining Police Service and date of superannuation
9. Service/Cadre/Batch:
10. Previous UN experience
 - Telephone No.
 - a. Office
 - b. Residence
 - c. Mobile No(mandatory)
 - d. Fax No.
 - e. E-mail id(mandatory)
11. Present Job Profile:-
12. NOC from parent cadre (if on deputation) mandatory:- Yes/NO/Not applicable

I hereby certify that, I fulfill the eligibility requirement notified for the post applied for.

(Signature of the applicant)

HR CERTIFICATE

1
(8)
(7)

It is certified that _____ was neither convicted nor currently under investigation or being prosecuted for any criminal offence including violation of International Human Rights Law and International Humanitarian Law. It is also to certify that Government/Org. of(concerned state/Org,) is aware that there is no allegation against him/her as such and he/she has not committed or even involved, by act or omission, the commission of any act that may amount of violations of International Human Rights Law and International Humanitarian Law.

To be signed by an officer
Not below the rank of DIG/Director

INSTRUCTIONS

Please answer each question clearly and completely. TYPE OR PRINT LEGIBLY. **Read** carefully and follow all directions.



Do not Write in This Space

PERSONAL HISTORY

PERSONAL HISTORY										
1. Family name		First name		Middle name			Maiden name, if any			
2. Date of (day/month/yr) Birth		3. Place of birth		4. Nationality(ies) at birth		5. Present Nationality(ies)		6. Sex		
7. Height	8. Weight	9. Marital Status: Single <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Widow(er) <input type="checkbox"/> Divorced <input type="checkbox"/>								
10. Entry into United Nations service might require assignment to any area of the world in which the United Nations might have responsibilities. (a) Are there any limitations on your ability to perform in your prospective field of work? YES <input type="checkbox"/> NO <input type="checkbox"/> (b) Are there any limitations on your ability to engage in all travel? YES <input type="checkbox"/> NO <input type="checkbox"/>										
11. Permanent address Telephone No. ()			12. Present address Telephone/Fax No. ()			13. Office Telephone No. () 14. Office Fax No. () E-mail:				
15. Do you have any dependent children? YES <input type="checkbox"/> NO <input type="checkbox"/> If the answer is "yes", give the following information:										
Name of Children		Date of Birth (day/mo/year)		Place of Birth		Nationality		Gender		
15. (a) Name of Spouse										
16. Have you taken up legal permanent residence status in any country other than that of your nationality? If answer is "yes", which country? YES <input type="checkbox"/> NO <input type="checkbox"/>										
17. Have you taken any legal steps towards changing your present nationality? If answer is "yes", explain fully: YES <input type="checkbox"/> NO <input type="checkbox"/>										
18. Are any of your relatives employed by a public international organization? If answer is "yes", give the following information: YES <input type="checkbox"/> NO <input type="checkbox"/>										
NAME			Relationship		Name of International Organization					
9. What is your preferred field of work?										
20. Would you accept employment for less than six months? YES <input type="checkbox"/> NO <input type="checkbox"/>				21. Have you previously submitted an application for employment and/or undergone any tests with U.N.? YES <input type="checkbox"/> NO <input type="checkbox"/> If so, when?						
2. KNOWLEDGE OF LANGUAGES. What is your mother tongue?										
OTHER LANGUAGES	READ		WRITE		SPEAK		UNDERSTAND			
	Easily	Not Easily	Easily	Not Easily	Fluently	Not Fluently	Easily	Not Easily		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
3. For clerical grades only Indicate speed in words per minute					List any office machines or equipment and computer programmes you use.					
English		French		Other languages						
Typing										
Shorthand										

24. EDUCATION, Give full details – N.B. Please give exact titles of degrees in original language. Please do not translate or equate to other degrees.

A. University or equivalent

NAME, PLACE AND COUNTRY Please give complete address.	ATTENDED FROM/TO		DEGREES and ACADEMIC DISTINCTIONS OBTAINED	MAIN COURSE OF STUDY
	Month/Year	Month/Year		

B. SCHOOLS OR OTHER FORMAL TRAINING OR EDUCATION FROM AGE 14 (e.g., high school, technical school or apprenticeship)

NAME, PLACE AND COUNTRY Please give complete address.	TYPE	YEARS ATTENDED		CERTIFICATES OR DIPLOMAS OBTAINED
		FROM	TO	

25. LIST PROFESSIONAL SOCIETIES AND ACTIVITIES IN CIVIC, PUBLIC OR INTERNATIONAL AFFAIRS

26. LIST ANY SIGNIFICANT PUBLICATIONS YOU HAVE WRITTEN (DO NOT ATTACH)

27. EMPLOYMENT RECORD: Starting with your present post, list in REVERSE ORDER every employment you have had. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not gainfully employed. If you need more space, attach additional pages of the same size. Give both gross and net salaries per annum for your last or present post.

A. PRESENT POST (LAST POST, IF NOT PRESENTLY IN EMPLOYMENT)

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM STARTING FINAL		EXACT TITLE OF YOUR POST:
NAME OF EMPLOYER:		TYPE OF BUSINESS		
ADDRESS OF EMPLOYER:		NAME OF SUPERVISOR		REASON FOR LEAVING
		NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:		
DESCRIPTION OF YOUR DUTIES:				

B. PREVIOUS POSTS (IN REVERSE ORDER)

3

FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:	
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL		
NAME OF EMPLOYER:				TYPE OF BUSINESS:	
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:	
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:	REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES					
FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:	
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL		
NAME OF EMPLOYER:				TYPE OF BUSINESS:	
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:	
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:	REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES					
FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:	
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL		
NAME OF EMPLOYER:				TYPE OF BUSINESS:	
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:	
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:	REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES					

28. HAVE YOU ANY OBJECTIONS TO OUR MAKING INQUIRIES OF YOUR PRESENT EMPLOYER? YES ☐ NO ☐

29. ARE YOU NOW OR HAVE YOU EVER BEEN A CIVIL SERVANT IN YOUR GOVERNMENT'S EMPLOY? YES ☐ NO ☐
If answer is "yes", WHEN?

30. REFERENCES: List three persons, not related to you, and are not current United Nations staff members, who are familiar with your character and qualifications.
Do not repeat names of supervisors listed under Item 27.

FULL NAME	FULL ADDRESS	BUSINESS OR OCCUPATION

31. STATE ANY OTHER RELEVANT FACTS. INCLUDE INFORMATION REGARDING ANY RESIDENCE OUTSIDE THE COUNTRY OF YOUR NATIONALITY.

32. HAVE YOU EVER BEEN ARRESTED, INDICTED, OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROCEEDING, OR CONVICTED, FINED OR IMPRISONED FOR THE VIOLATION OF ANY LAW (excluding minor traffic violations)? YES ☐ NO ☐

If "yes", give full particulars of each case in an attached statement.

33. OTHER AGENCIES OF THE UNITED NATIONS SYSTEM MAY BE INTERESTED IN OUR APPLICANTS. DO YOU HAVE ANY OBJECTION TO YOUR PERSONAL HISTORY FORM BEING MADE AVAILABLE TO THEM? YES ☐ NO ☐

34. I certify that the statements made by me in answer to the foregoing questions are true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Organization renders a staff member of the United Nations liable to termination or dismissal.

DATE

(day, month, year)

SIGNATURE:

N.B. You will be requested to supply documentary evidence which supports the statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so by the Organization and, in any event, do not submit the original texts of references or testimonials unless they have been obtained for the sole use of the Organization.

EMPLOYMENT RECORD – SUPPLEMENTARY SHEET

PLEASE LIST, in reverse order, EVERY EMPLOYMENT YOU HAVE HAD. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not gainfully employed. See next page for more blocks.

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM STARTING FINAL		EXACT TITLE OF YOUR POST:
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				
FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM STARTING FINAL		EXACT TITLE OF YOUR POST:
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				
FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM STARTING FINAL		EXACT TITLE OF YOUR POST:
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				
FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM STARTING FINAL		EXACT TITLE OF YOUR POST:
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

EMPLOYMENT RECORD – SUPPLEMENTARY SHEET

PLEASE LIST, in reverse order, EVERY EMPLOYMENT YOU HAVE HAD. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not gainfully employed.

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				
FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				
FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				
FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

UNITED NATIONS

Employment and Academic Certification

Attachment to Personal History Profile (P11)

TO BE COMPLETED BY CANDIDATE:

Personal Data:

Family Name:	Given name:	Middle names:	Gender: M/F
e-mail address:			

Position for which you are applying: (Note: if you are applying for more than one position, please submit separate P11 and P11 attachment for each Job Opening)
Job Opening Number:

Military Service History/Police Service History

Date of Commission (for military officers) or date of enlistment/entry to service (for police officers):			
Current rank	Date Last Promoted	Date eligible for promotion to next rank	Projected Retirement date from current rank
Branch/Corp/Mustering			
Sub Specialisation/additional qualifications			

Degrees and Academic Distinctions Obtained:

	NAME of INSTITUTION, PLACE AND COUNTRY. Please give complete address.	ATTENDED:		DEGREES and ACADEMIC DISTINCTIONS OBTAINED
		FROM: Month/Year	TO: Month/Year	
Graduation from the Staff/War College or Police Academy (and/or similar law enforcement institution)				
University Degree/s				

Experience in peacekeeping operations:**Specify UN or other International Experience, starting with your most recent experience and list in reverse order**

Dates mm/yy-mm/yy	Mission/ Operation/Location	Position/title (Milob, HQ Staff, Contgt, Adviser)	Description of duties

Command Experience, starting with your most recent experience and list in reverse order

Dates mm/yy-mm/yy	Unit/Position/Org	Significant Unit Activities

Significant Planning Experience, starting with your most recent experience and list in reverse order

Dates mm/yy-mm/yy	Position/Org	Operation/Activity

(Other) International Exposure other than peace keeping operations, starting with your most recent experience and list in reverse order

Date: mm/yy-mm/yy	Position/Org	Function/Activity

Military and/or Police Training Courses/Seminars: (last two years)

Name of Course	Date: mm/yy –mm/yy	Institution

Additional Comments:

I certify that the statements made by me in answer to the foregoing questions are complete and correct. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Organization renders a staff member for the United Nations liable ineligible for further consideration.

I declare that I have never committed, been convicted of and am not currently under investigation or being prosecuted for any criminal, human rights, civil action or disciplinary offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving are not considered minor traffic violations for this purpose). I declare that I have not been involved, by act or omission, in the commission of any violation of international human rights law or international humanitarian law.

I am not able to attest to the proceeding paragraphs for the following reasons:

.....

.....

Date Signature

N.B. You will be requested to supply documentary evidence which supports the statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so by the Organization and, in any event, do not submit the original texts of references or testimonials unless they have been obtained for the sole use of the Organization.

TO BE COMPLETED BY THE RELEVANT LOCAL AUTHORITY:

On behalf of I certify that the information provided by
is complete and correct.

I further certify that the nominated candidate has never been convicted of, or is not currently under investigation or being prosecuted for, any criminal or disciplinary offence, or any violations of international human rights law, civil action or disciplinary offence.

The Government of is not aware of any allegations against the nominated candidate that she/he has committed or been involved, by act or omission, in the commission of any acts that may amount to violations of international human rights law or international humanitarian law.

In the case of the nominee who has been investigated for, charged with or prosecuted for any criminal offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving are not considered minor traffic violations for this purpose), but was not convicted, the Government is requested to provide information regarding the investigation(s) or prosecutions concerned.

Date Official Stamp