

# मुख्यालय पुलिस महानिदेशक, उत्तर प्रदेश ।

संख्या-डीजी-1-27(06)2020

दिनांक: फरवरी 11, 2020

सेवा में,

समस्त वरिष्ठ पुलिस अधीक्षक / DCP / SP

समस्त सेनानायक, पीएसी उ०प्र० ।

कृपया गृह मंत्रालय, भारत सरकार, नई दिल्ली के पत्र संख्या-21023/02/2020-पीएफ-VI दिनांक 29.1.2020 द्वारा United Nations Mission में Dy SP/SP स्तर के अधिकारियों के (P-3) FPU Coordinator व SP/DIG स्तर के अधिकारियों के Community Policing Advisor (P-4) पद हेतु उपयुक्त एवं इच्छुक अधिकारियों के नामांकन मांगे गये हैं।

2- गृह मंत्रालय, भारत सरकार का उपरोक्त पत्र उ०प्र० पुलिस की वेबसाइट के Personnel मीनू में IPS बटन के अन्तर्गत Important circular में अपलोड है।

3- इस मुख्यालय के समसंख्यक पत्र दिनांक 10.2.2020 में आवेदन पत्र उचित माध्यम से इस मुख्यालय को दिनांक 25.2.2020 के स्थान पर त्रुटिवश 25.2.2020 तक मांगे जाने का उल्लेख अंकित हो गया है।

4- अतः उपरोक्त पद पर जाने हेतु इच्छुक हों तो आवेदन पत्र उचित माध्यम से इस मुख्यालय को दिनांक 25.2.2020 तक उपलब्ध कराने का कष्ट करें।

(एल०वी०एन्टनी देवकुमार)

अपर पुलिस महानिदेशक, कार्मिक  
उ०प्र०, लखनऊ।



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No.21023/02/2020-PF-VI  
GOVERNMENT OF INDIA  
Ministry of Home Affairs  
[Police Division-II]  
PF-VI

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MHA, North Block,  
New Delhi, 110001

Dated 28<sup>th</sup> January, 2020  
29 JAN 2020

- 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.

Subject :- UNMISS:- Nomination for FPU Coordinator(P-3) and Community Policing Advisor (P-4) in the United Nations Missions in the Republic of South Sudan (UNMISS)- JOB Opening No- 2019-UNMISS-82656-DPO and 2020-UNMISS-82442-DPKO)

Sir/Madam,

The 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

2. The job description along with the requisite eligibility criteria/qualifications of for FPU Coordinator(P-3) and Community Policing Advisor (P-4) in the United Nations Missions in the Republic of South Sudan (UNMISS) 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.

3. Therefore, It is requested that nomination of eligible and willing officers of the rank of DySP/SP(P-3 Level) and SP/DIG (P-4 Level) for above posts may be forwarded through proper channel to this Ministry by 18<sup>th</sup> March, 2020 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

अपर पुलिस महानिदेशक (कार्मिक)  
मुख्यालय पुलिस महानिदेशक,  
उत्तर प्रदेश 03/1/2020

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4/2/2020



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 to [us-polfin6@mha.gov.in](mailto:us-polfin6@mha.gov.in) before the deadline.

6. The nominations without Vigilance clearance and Cadre Clearance (for all officers) from the respective Ministries/Departments/State or UT Govt/Organizations shall be summarily rejected.

7. Applications through proper channel with 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. This ministry will not entertain personal queries from individual applicants.

Yours Faithfully



(S.Muthukumar)

Under Secretary (PF-VI)

-☎: 23092527

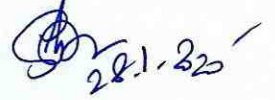
[us-polfin6@mha.gov.in](mailto:us-polfin6@mha.gov.in)

**Copy to**

1. Commissioner of Police .Mumbai, Kolkata, Chennai and Bangalore:- kindly ensure that the nomination may be forwarded through respective State Government only.

2.SO (IT), MHA - With the request to upload the above communication on MHA website (Police Division-II(secondment vacany) and 'what's new'.

3.DIR(UNP), MEA, JNB (2029), New Delhi

 28.1.22

**(S.Muthukumar)**

Under Secretary (PF-VI)

-☎: 23092527

us-polfin6@mha.gov.in

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DPO/OROLSI/DP/2020/03

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 United Nations Mission in the Republic of South Sudan (UNMISS), 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 display 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 2020-UNMISS-82656-DPO. Also attached are the "Application Procedures for Positions in United Nations Police Components in Peace 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/OROLSI/DPO, 1 UN Plaza, 7<sup>th</sup> floor, room DC1-0780, 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.

1/16





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 peace or special political missions are exclusively international in character. They perform their functions under the authority of, and in full compliance with, the instructions of the Secretary-General

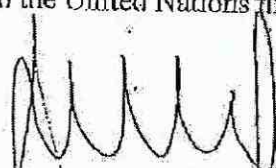
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of the United Nations and persons acting on his behalf and are duty-bound not to seek or accept instructions in regard to the performance of their duties from any government or from other authorities external to the United Nations. Seconded personnel 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.



5 January 2020





# United Nations



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

Post title and level	✓ Formed Police Units (FPU) Coordinator, P-3
Organizational Unit	United Nations Mission in the Republic of South Sudan (UNMISS)
Duty Station	Juba
Reporting to	Police Commissioner through the Chief of Operations
Duration	12 Month (extendible)
Deadline for applications	✓ 31 March 2020
Job Opening number	2019-UNMISS-82656-DPO

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

## **RESPONSIBILITIES:**

Under the overall direction of the Police Commissioner, the FPU Coordinator will have overall managerial responsibility for FPUs and manage the FPU support office. Additionally, the incumbent will liaise with all partnering agencies and relevant UNMISS and other UN components present in South Sudan regarding administrative and operational issues related to the deployment of the FPUs throughout the mission. The FPU Coordinator will also be responsible, but not limited to, the performance of the following duties:

- Plan and coordinate all FPU mandated activities to ensure that they are in accordance with FPU Policy (Public Order Management within and outside POC sites, support of humanitarian activities, dynamic patrols, and other pertinent tasks directed by the Police Commissioner);
- Ensure effective and efficient operational deployment and functioning of the FPUs within and throughout the Mission area in close consultation with the UNPOL leadership through the established chain of command;
- Attend as tactical commander and operational advisor, the scene of any operation in which more than one FPUs are involved, unless authority has been otherwise delegated;
- Establish through the Chief of Operation a close relationship and coordination with the UNMISS military in order to facilitate effective coordination in the event of mutual supportive operations;
- Facilitate effective coordination and collaboration with counterparts to create conducive environment on humanitarian assistance within and outside PoC sites;
- On a regular basis, conduct in-mission assessments to verify the operational readiness and performance of deployed FPUs through permanent liaison with the FPU Commanders and regular tactical exercises;
- Coordinate with the Chief of Integrated Mission Training Cell (IMTC), to ensure that sessional training on the role of FPUs in Protections of Civilians (POC) sites on UNMISS installations, will be delivered;
- In coordination with Chief of Operations coordinate activities and operational performance of FPUs deployed in their respective areas of responsibility.
- In collaboration with the Chief of Operations, respective UNPOL POC Site Coordinators and FPU Commanders, monitor the welfare and medical condition of all FPU members; produce recommendations on their improvement if necessary.



- Monitor the level of serviceability of the Contingent Owned Equipment (COE) and inform the Police Division (PD) accordingly in case action is to be taken by Police Contributing Countries (PCCs) and will conduct monthly operational inspections to deployed FPU as directed by DPKO;
- Monitor and coordinate all arrangements related to the timely deployment, rotations and redeployment of FPU staff.
- In collaboration with the respective UNPOL POC Site Coordinators and the FPU Commanders, ensure that all FPU members are treated in accordance with United Nations rules, regulations, and other issuances.
- In collaboration with the respective UNPOL POC Site Coordinators and FPU Commanders, ensure that all FPU members are aware of their responsibilities, including through induction, to adhere, both in and off duty, to UN rules, regulations, and guidelines as well as other mission directives and issuances. Ensure strict adherence of FPU personnel to the UN Police Directives and Code of Conduct.
- In collaboration with the respective UNPOL State Advisors and the FPU Commanders, support any investigations that may be required to address incidents that are of public concern involving the FPU personnel.
- Regularly consult and advise the UNMISS Police Commissioner in formulating operational planning and directives regarding the FPU operations. Advise appropriate stakeholders on the proper management of civil unrest and employment of crowd control tactics and techniques, with particular reference to the POC sites on UNMISS installations and outside when required;
- Develop in-mission training in crowd control, firearms and ammunition deployment exercises according to the revised FPU policy, including exercises to increase the inter-operability among different units and components.
- Ensure confiscated weapons are stored in the safe storage with respective FPU control.
- Perform any other duties and assume other responsibilities as may be directed by the UNMISS Police Commissioner.

#### **COMPETENCIES:**

**Professionalism:** Shows pride in work and achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work. Knowledge and understanding of theories, concepts and approaches relevant to democratic policing, law enforcement; Experience in planning, development and implementation of policing programs, management and administration; Ability to apply technical expertise to resolve police related issues and challenges. Strong organizational skills and a demonstrated ability to establish priorities and to plan, coordinate, and monitor the work of others;

**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 inputs by genuinely valuing other's ideas and expertise; is willing to learn from others; 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 or equivalent) in Law enforcement, Criminal Justice, Security, Public Administration, Security Sciences, Human Resources Management, Social Sciences,

Development Studies (particularly in law enforcement), Change Management or other relevant field. A first level university degree with a combination of relevant academic qualifications and extensive experience in law enforcement, including public order management, police unit commanding and planning police operations may be accepted in lieu of the advanced university degree. Graduation from a certified police academy or other law enforcement training institution is required.

**Work Experience:** A minimum of 5 years (7 years in absence of advanced degree) of progressive and active relevant service/experience at the field level (region/district) including direct practical experience in commanding special units including formed (anti-riot) police units, gendarmerie units, and/or training of FPU personnel, policy and standard operating procedures development experience is required. Experience in organizational and resource management, operational planning and policy development is highly desirable. Peacekeeping or other international experience in the UN or other international organizations is an advantage.

**Rank:** Rank required for a P-3 is Major, Chief Inspector, its equivalent or a higher rank.

**Languages:** English and French are the working languages of the UN. For the post advertised, fluency in oral and written English is required. Knowledge of a second official UN language (Arabic) is an advantage.

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Preference will be given to equally qualified women candidates.

Date of Issuance: 15 January 2020

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

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



**APPLICATION PROCEDURES FOR PROFESSIONAL CONTRACTED POSITIONS  
IN UNITED NATIONS POLICE COMPONENTS IN PEACE OPERATIONS OR  
SPECIAL POLITICAL MISSIONS REQUIRING OFFICIAL SECONDMENT FROM  
NATIONAL GOVERNMENTS OF UN MEMBER STATES**

Outlined below are the procedures to be followed by Permanent Missions for the presentation of candidates to professional posts requiring secondment from active police services, which are open for recruitment within UN peace operations or special political missions. In the interest of promoting an orderly process and to avoid delay in the consideration of applications, Permanent Missions are respectfully requested to adhere closely to these procedures.

1. The above-mentioned posts are reserved only for candidates recommended by Member States through their Permanent Missions to the United Nations. Candidates applying independently will not be considered. It is requested that applications be submitted as soon as possible but not later than deadline specified in each Job Opening announcement. Applications received after the deadline will not be considered.
2. All applications must be submitted in a duly completed typed (not hand-written) and signed United Nations Personal History Form (P-11) along with Academic and Employment Certification Form (attachment to P-11 form). Applications using other formats will not be accepted, but additional information may be attached to the P. 11. For the convenience of the Permanent Mission, a P-11 form and attachment are enclosed as samples to be photocopied as needed.
3. Selection for service with the United Nations is made on a competitive basis. It is therefore essential that all the Personal History Forms be completed with a view to presenting the candidates qualifications and experiences as they relate to the requirements as set out in the relevant Job Opening. In the event a Permanent Mission wishes to recommend a candidate for several posts, a separate Personal History Form should be submitted for each post.
4. In accordance with the Policy on Human Rights Screening of UN Personnel, Permanent Mission is requested to provide human rights certification for all nominees. The following language must be included in a nomination note verbal: *"The Government of ..... is hereby confirming that none of the nominated candidates has 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 or international humanitarian law. The Government of ..... also certifies that it is not aware of any allegations against the 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."*
5. In accordance with the Policy on Human Rights Screening of UN Personnel, all individuals who seek to serve with the United Nations, are requested to make "self-attestation" that s/he has not committed any serious criminal offences and has not been involved in violations of international human rights or international humanitarian law. The self-attestation must be attached to the P-11 form and contain the following wording: *I attest that I have not committed, been convicted of, nor prosecuted for, any criminal or disciplinary offence. I attest that I have not been involved, by act or omission, in any violation of human rights law or international humanitarian law.* The applications without signed individual self-attestations will not be accepted.
6. The Government is also requested to certify that there was no corruption or fraud in the nomination procedures of police officers on secondment to the United Nations.

7. Permanent Mission is requested to certify the level of the degree (Master or Bachelor) obtained by each nominee. If a candidate's graduation document is different, the Permanent Mission is requested to provide equivalency to BA/MA Degree.
8. Permanent Mission is requested to present their candidates in one single submission, in accordance with the deadline date specified in the Job Opening, under cover of a note verbale listing the names of the candidates, post title(s) they are nominated for and the corresponding vacancy announcements.
9. Applications must be hand-delivered by Permanent Mission to the Police Division Selection and Recruitment Section, Office of Rule and Law and Security Institutions, Department of Peacekeeping Operations at 1 UN Plaza, 7<sup>th</sup> floor, room DC1 -0780, in accordance with the specific directions in the relevant Note Verbale.
10. Upon delivery of the applications, the Selections and Recruitment Section will acknowledge the receipt to the individual making the delivery.
11. Communication regarding this process will be maintained through the Permanent Mission only. The Secretariat will not entertain personal queries from individual applicants.

January 2020

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DPO/OROLSPD/2020/03

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 United Nations Mission in the Republic of South Sudan (UNMISS), 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 display 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 2020-UNMISS-82442-DPO. Also attached are the "Application Procedures for Positions in United Nations Police Components in Peace 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/OROLSI/DPO, 1 UN Plaza, 7<sup>th</sup> floor, room DC1-0780, in accordance with the above-referenced procedures, certifying that the nominee/s meets 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.

1/15





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 peace or special political missions are exclusively international in character. They perform their functions 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.



15 January 2020





# United



# Nations

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

Post title and level	✓ <b>Community Policing Advisor, P-4</b>
Organizational Unit	United Nations Mission in the Republic of South Sudan
Duty Station	Juba
Reporting to	Deputy Police Commissioner
Duration	12 Month (extendible)
Deadline for applications	✓ 31 March 2020
Job opening number	2020-UNMISS-82442-DPKO

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

## RESPONSIBILITIES

In compliance with the mission mandate and under the supervision and substantive guidance of the Deputy Police Commissioner the Community Policing Advisor will be responsible for, but not limited to, the performance of the following duties:

- Management, accountability and oversight of all Community Policing tasks at a national level. In particular, review of processes, projects and program previously delivered or implemented; assessing the current applications of each and creating systems and procedures to address any needed adjustments or improvements in support of ongoing UNMISS/UNPOL mission strategies and operations;
- Reviewing and implementing of the Community Orientated Policing Strategy ensuring compliance on a national and local level;
- Effective monitoring, reporting, and efficiency assessments concerning areas of likely return of IDPs, with particular attention being given to UN Protection of Civilians Community Watch Groups' integration of Community Policing to these and any other areas where the benefits of such programs are likely to be realized;
- Continued support of existing Reform programmes within the Area of Responsibility (AoR) and which are supported under the Human Rights Due Diligence Process (HRDDP) - e.g. formulation of Policy, Procedures and Guidance linked to Community Policing, Media issues supporting Community Policing, Gender, Child and Vulnerable Persons Protection (GCVPP) issues etc.;
- Reinforcement of Human Rights compliance monitoring;
- Identification of potential new projects in support of mission mandate which are HRDDP compliant and deliver support to the development or maintenance of judicial processes, especially those in support of Human Rights and Gender Based Violence;
- Maintenance of standards, internal training, Policy, Procedure and Guidance compliance, effective reporting, incident investigation and resolution linked to Human Rights;
- Line management of all allocated or integrated support functions and staff supporting Community Policing on a national level; efficiency assessment and reporting for all other support or integrated support functions and staff supporting Community Policing on a local or integral component association to the National Program;



- Perform any other duties and assume other responsibilities as may be directed by the UNMISS Police Commissioner through the established chain of command.

### COMPETENCIES

- **Professionalism:** Shows pride in work and achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work. Knowledge and understanding of theories, concepts and approaches relevant to democratic policing, law enforcement; experience in planning, development and implementation of policing guidance; ability to apply technical expertise to resolve police related issues and challenges; strong organizational skills and a demonstrated ability to establish priorities.
- **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.
- **Client Orientation:** Considers all those to whom services are provided to be "clients" and seeks to see things from clients' point of view; establishes and maintain productive partnerships with clients by gaining their trust and respect. Identifies clients' needs and matches them to appropriate solutions; monitors ongoing developments inside and outside the clients' environment to be informed and be able to anticipate problems; keeps clients informed of progress or setbacks in projects; meets timeline for delivery of products or services to client; resolves conflicts by pursuing mutually agreeable solutions.

### QUALIFICATIONS

**Education:** Advanced university degree (Master's degree or equivalent) in one or more of the following disciplines: Law, Criminal Justice Administration, International Relations, Business or Public Administration, Political Science, Development Studies (particularly in law enforcement) or other relevant field. A first level university degree with a combination of relevant professional level experience in law enforcement, including police management, may be accepted in lieu of the advanced university degree. Graduation from a certified police academy or other law enforcement training institution is required.

**Work Experience:** At least 7 years (9 years in absence of advanced university degree) of progressive and active relevant service/experience at the field (region/district) and/or at the national headquarters level, including 5 years of direct involvement in the development and implementation of community policing programs/initiatives - required; experience in the development of training modules and training delivery - required; practical experience in policy and guidance development and implementation - required. Previous experience in UN peacekeeping operations or international policing in the area of community policing is an advantage.

**Rank:** Lieutenant-Colonel/Superintendent of Police or other service equivalent or higher.

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

Preference will be given to equally qualified women candidates.

Date of Issuance: 13 January 2020

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

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



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

⑦ ⑧

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.

UNITED

NATIONS

Do not Write in This Space

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				12. Present address		13. Office Telephone No. ( )			
Telephone No. ( )				Telephone/Fax 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			
15. (a) Name of Spouse									
16. Have you taken up legal permanent residence status in any country other than that of your nationality? YES <input type="checkbox"/> NO <input type="checkbox"/> If answer is "yes", which country?									
17. Have you taken any legal steps towards changing your present nationality? YES <input type="checkbox"/> NO <input type="checkbox"/> If answer is "yes", explain fully:									
18. Are any of your relatives employed by a public international organization? YES <input type="checkbox"/> NO <input type="checkbox"/> If answer is "yes", give the following information:									
NAME		Relationship		Name of International Organization					
19. 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?					
22. 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"/>	
23. 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 Month/Year    Month/Year		DEGREES and ACADEMIC DISTINCTIONS OBTAINED	MAIN COURSE OF STUDY
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 FROM                      TO		CERTIFICATES OR DIPLOMAS OBTAINED
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		
		NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:		REASON FOR LEAVING
DESCRIPTION OF YOUR DUTIES:				

## B. PREVIOUS POSTS (IN REVERSE ORDER)

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 <input type="checkbox"/> NO <input type="checkbox"/>		
29. ARE YOU NOW OR HAVE YOU EVER BEEN A CIVIL SERVANT IN YOUR GOVERNMENT'S EMPLOY? YES <input type="checkbox"/> NO <input type="checkbox"/> 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. <i>Do not repeat names of supervisors listed under Item 27.</i>		
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 <input type="checkbox"/> NO <input type="checkbox"/> 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 <input type="checkbox"/> NO <input type="checkbox"/>		
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		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				



# **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 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				

# 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 .....