

EUROPEAN EXTERNAL ACTION SERVICE



Annex 1

European Union Border Assistance Mission for the Rafah Crossing Point EUBAM RAFAH 1-2026 Call for Contributions for a Civilian Response Team (CRT) Requirements and Job Descriptions				
Organisation:	European Union Border Assistance Mission for the Rafah Crossing Point			
Job location:	As indicated below			
Employment regime:	As indicated below			
Job titles/ vacancy notice:	Ref.:	Name of the post:	Location:	Availability:
	<u>Seconded (n. 3)</u>			
	CRT 09	Finance Officer	Ramat Gan	ASAP
	CRT 12	International Gaza Support Center (IGSC) Liaison Officer	Ramat Gan, Ashkelon	ASAP
	CRT 13	OPS Planning Officer	Ramat Gan, Ashkelon, Rafah Crossing Point	ASAP
Deadline for applications:	Monday, 31 July 2026 at 17:00 (Brussels time)			
Applications must be submitted to:	1) You have the nationality of an EU Member State: you must use Goalkeeper to apply: a) You are already registered on Goalkeeper AND you have an EU Login: https://goalkeeper.eeas.europa.eu/registrar/web b) You do not have a Goalkeeper account or an EU Login: https://goalkeeper.eeas.europa.eu/registrar/web/DPA/357/details.do Please note: seconded positions are only available for candidates already validated in the database of their Seconding Authority. Please contact your National Seconding Authority for more information on applying for vacant seconded positions. We are unable to provide contact details of National Seconding Authorities.			



MD-Civilian Operations Headquarters (CivOpsHQ)
 European External Action Service (EEAS)
 Rue d'Arlon 88, B-1046 Brussels
 Telephone: +32 25845540
 Email: civopshq-hr-eubam-rafah@eeas.europa.eu

Information:	For more information relating to selection and recruitment, please contact the Civilian Operations Headquarters (CivOpsHQ) : Mr Vincenzo BALDASSARRE civopshq-hr-eubam-rafah@eeas.europa.eu +32 25845540
---------------------	--

According to the EEAS Country Threat Assessment (CTA), the current rating of the host country of the Mission is high/critical. Please note that the CTA of the country might change at any point during the call for contribution cycle. It may have an impact on mission members' working conditions, including financial and leave entitlements.

High/Critical Threat Non-Family Mission

EUBAM Rafah bears a High/Critical Threat Non-Family Mission status due to the present threat rating of the mission area as high/critical. As such, international seconded and contracted mission members shall at no time receive visits or be habitually accompanied by any family member in the mission area for the duration of their present tour of duty or contract.

Seconded personnel – For seconded positions, only personnel nominations received through official channels from EU Member States and Invited Third States (Contributing States) will be considered.

The Mission shall cover the Civilian Response Team (CRT) travel costs to and from the place of deployment and for any duty travel while on deployment.

Contributing States and EU Agencies will bear all personnel-related costs for seconded personnel, e.g. salaries and medical coverage (with the exception of the High-Risk insurance), and allowances other than those paid according to the Council documents ST 7291/09 (10 March 2009), as amended by ST 9084/13 (30 April 2013) and by ST 14108/25 (30 October 2025).

Leave – Due to the temporary nature of CRT assignments to Missions, specific provisions may apply with regard to status, entitlements, rights and obligations, as well as security arrangements. Leave arrangements are determined at national level and may therefore vary. In principle, no leave entitlement is foreseen during CRT deployments; any leave taken during the deployment shall be considered an interruption of service, and the related travel costs shall be borne by the sending EU Member State or by the expert concerned.

Tour of duty – The initial duration of the deployment should be up to 3 months, with a possible extension subject to the adoption of the Council Decision extending the Mission mandate and approving the appropriate Budgetary Impact Statement as well as operational needs.

Location of Seconded Experts – Mission HQ is in Ramat Gan/Tel Aviv. However, selected candidates might be requested to carry out duty trips in the West Bank (WB) and to the Rafah Crossing Point (RCP) in the Gaza Strip. Selected candidates must be authorized to travel in the WB and to the RCP. The Mission continuously assesses the security situation in the entire Area of Operations.

The Civilian Operations Commander requests that EU Member States propose candidates for the following international expert positions for EUBAM Rafah, according to the requirements and profiles described below:

I. GENERAL CONDITIONS

Citizenship – Candidates must have a citizenship of an EU Member State or of a Contributing Third State.

Integrity – Candidates must maintain the highest standards of personal integrity, impartiality and self-discipline within the Mission. Selected candidates are not allowed to provide or discuss any information or document as a result of access to classified and/or sensitive information relating to the Mission or respective tasks and activities. They shall carry out their duties and act in the interest of the Mission.

Flexibility and adaptability – Candidates must be able to work in arduous conditions with a limited network of support, with unpredictable working hours and a considerable workload. They must have the ability to work professionally as a member of a team, in task forces and working groups with mixed composition (e.g. civilian and military staff) and be able to cope with extended separation from family and usual environment.

Availability – Candidates must be able to undertake any other tasks related with the competencies, responsibilities and functions of the respective position within the Mission, as required by the Head of Mission.

Serious deficiencies in any of these general conditions may result in repatriation/termination of the secondment/contract.

II. REQUIREMENTS

II.A Essential requirements

The following are essential requirements in respect of civilian international experts to the Missions for all job descriptions:

Physical and mental health – Candidates must be physically fit and in good health without any physical or mental problems or substance dependency which may impair operational performance in the Mission and in its Area of Operation. Selected candidates should undergo an extensive medical examination as requested by the seconding authority or the Mission in accordance with “Fit to work clearance” procedure prior to recruitment/deployment to prove that they comply with the requirement.

To ensure duty of care in the CSDP Mission, selected seconded candidates shall be able to serve the full period of secondment before reaching the normal age of retirement in Contributing States/country of residence.

Education and training – Candidates should have a recognised qualification under the European Qualifications Framework (EQF), or equivalent, at a level specified in the individual job descriptions. Candidates are strongly advised to verify their compliance through the link: <https://ec.europa.eu/ploteus/content/descriptors-page>.

Knowledge – Candidates should have knowledge of the EU Institutions and Mission Mandate, particularly related to the Common Foreign and Security Policy (CFSP), including the Common Security and Defence Policy (CSDP).

Skills and abilities

Language skills – Candidates must have the understanding, speaking, and writing proficiency in the working languages of the Mission. Certain positions may require higher language skills further specified in the individual job descriptions. The Mission may seek to facilitate language training and where appropriate, specialist language training, for newly

recruited mission staff members. Candidates are advised to verify their proficiency through the following link: <https://europa.eu/europass/en/common-european-framework-reference>.

Communication and interpersonal skills – Candidates must have excellent interpersonal and communication skills, both written and oral.

Organisational skills – Candidates must have excellent organisational skills, with the ability to prioritise work to meet deadlines, and a concern for order and accuracy.

Digital skills – Candidates must have basic digital skills in the competency areas: information and data literacy, communication and collaboration, digital content creation, safety and problem solving. Candidates are advised to verify their proficiency through the following link: <https://digital-strategy.ec.europa.eu/en/news/test-your-digital-skills-and-thrive-digital-world>.

Driving skills – Candidates must be in possession of a valid – including Mission area – civilian driving licence for motor vehicles (Category B or equivalent). They also must be able to drive any 4-wheel-drive vehicle.

Serious deficiencies in any of these general conditions may result in repatriation/termination of the secondment/contract.

II.B Desirable requirements

Knowledge of the Mission area – Candidates should have a good knowledge of the history, culture, social and political situation of the region and also knowledge of the police, judiciary and governmental structures, as applicable.

Knowledge and experience of Security Sector Reform – Candidates must be acquainted with Security Sector Reform concepts and practices, especially in the Mission area, as applicable.

Training and experience – Candidates should have attended a Civilian Crisis Management Course or equivalent.

Language – Knowledge of local language(s), depending on the job tasks and responsibilities.

Driving licence – Category C driving licence.

III. ESSENTIAL DOCUMENTS AND EQUIPMENT FOR SELECTED CANDIDATES

Passport – Selected candidates must have a biometric passport from their respective national authorities valid for at least six months. If possible, a Service Passport or Diplomatic Passport should be issued.

Visas – Contributing States and selected candidates must ensure that visas are obtained for entry into the Mission area prior to departure from their home country. It is also essential to obtain any transit visas, which may be required for passage through countries on route to the Mission.

Required Personnel Security Clearance (PSC) or Certificate of Good Conduct – Selected candidates will have to be in possession of the necessary level of a Personnel Security Clearance (PSC) as specified in the respective job descriptions. In case of lack of such requirement in the job description, selected candidates are required to present a valid official document from their respective country's competent national authority confirming the lack of

convictions for crimes or offences under common law, not older than 3 months (the so-called **Certificate of Good Conduct**).

In case of the PSC requirement: seconded experts must provide the original certificate of the national security clearance or a proof of the initiation of the process upon deployment.

In any case, the final PSC certificate must be presented within 12 months from the deployment. Failing to meet this requirement will result in the termination of the secondment and no extension can be granted. Please note that Heads of Mission, Deputy Heads of Mission and Senior Mission Security Officers must always provide a valid PSC upon their deployment – a proof of initiation of the PSC is not accepted.

In case of the **Certificate of Good Conduct**, seconded experts must deliver such a certificate to their respective Seconding Authority. In case of possession of multiple nationalities, or if a candidate has or had his/her residence in a country, which is not his/her country of origin, a certificate must be issued by every country where the selected candidate has had his/her residence for a period longer than 1 year during the last 5 years preceding the deployment (except if he/she resided there prior to reaching the age of 18 years).

For Contributing Third States selected candidates, an equivalence to access to the required level of EUCI will be delivered on the basis of Security of Information Agreement or Administrative Arrangements with EU or, in their absence, on the basis of the Framework Participation Agreements.

Certificate/booklet of vaccination – Selected candidates must be in possession of a valid certificate/booklet of vaccination showing all vaccinations and immunisations received. They also must be vaccinated according to the required immunisations for the Area of Operation of the Mission.

Medical certificate – Selected candidates should undergo an extensive medical examination and be certified medically fit for Mission duty. A dental examination is also required to certify that no eminent dental issues are foreseen.

For seconded selected candidates, the fitness to work certificate must be sent to the Medical Adviser of the Mission before joining the Mission. Medical data will be handled with confidentiality and in line with EU Charter of Fundamental Rights and the Standard Operating Procedure on the protection of personal data (CivOpsCdr Instruction 12-2018 as amended.)

The Heads of Mission reserve the right to reject the recruitment of any selected candidate that proves to be medically unfit to work in a civilian CSDP Mission.

Personal protection equipment – It is recommended that national authorities provide seconded selected candidates with protection equipment.

Deficiencies in any of the documents requested for a specific position may result in failure of the selection process.

IV. ADDITIONAL INFORMATION

Equal opportunities – The Mission is committed to an equal opportunities policy for all its staff and candidates, promoting gender equality and to preventing discrimination on any grounds. It actively welcomes applications from all qualified candidates from diverse backgrounds and from the broadest possible geographical basis amongst the EU Member States. It aims at a service, which is truly representative of society, where each staff member feels respected, is able to give their best and can develop their full potential.

Gender balance – The EU strives for improved gender balance in CSDP operations in compliance with EU policy and UNSCR 1325 on Women, Peace and Security (WPS). The CivOpsHQ encourages the EU Member States, European Institutions and the European External Action Service to take this into account when putting forward candidates at all levels.

Application form – Applications will be considered only when using the online application form (AF) accessible on the Goalkeeper-Registrar software module, indicating which position(s) the candidate is applying for.

Selection process – Candidates considered to be most suitable will be shortlisted and, if needed, interviewed in Brussels, at the Headquarters of the Mission or by video conference before the final selection is made. If seconded candidates are required to travel to Brussels/Mission Headquarters for interviews, the Contributing States will bear any related costs. Candidates should be selected on the basis of relevant competence and experience, while strict priority shall be given to seconded candidates.

Information on the outcome – Contributing States will be informed about the outcome of the selection process after its completion.

Training – The selected candidates should complete Missionwise and e-SAFE modules, which are designed for the delegations or an equivalent course. The modules can be accessed in the following link: <https://webgate.ec.europa.eu/eeas/security-e-learning>.

HEAT Training - Candidates must have undergone a certified Hostile Environment Awareness Training (four to five days residential training) no more than five years ago.

Pre-Deployment Training (PDT) – The selected candidates must have undergone Pre-Deployment Training in accordance with the CSDP agreed Training Policy, or a national alternative of the course.

Code of Conduct – As part of the PDT, the selected candidates must complete the session about the Code of Conduct and Disciplinary Procedure for civilian EU CSDP Missions, also complete the e-learning module on the Code of Conduct prior to their deployment and provide the mission with the course certificate which is kept in their personal file.

Data protection – The EEAS, and its Directorate CivOpsHQ, processes personal data pursuant to Regulation (EC) 2018/1725 on the protection of individuals with regard to the processing of personal data by the EU institutions, bodies, offices and agencies and on the free movement of such data. The Privacy Statement is available on the EEAS website.

V. JOB DESCRIPTIONS

The current reporting lines of the following job descriptions might be subject to modification based on operational requirements and in line with the principles set out in the Operational Plan (OPLAN).

CRT Positions

Position Name: Finance Officer	Employment Regime: Seconded	
Ref. Number: CRT 09	Location: Ramat Gan / Rafah	Availability: ASAP
Component/Department/Unit: Mission Support Department / Finance	Security Clearance Level: N/A	Open to Contributing Third States: No

1. Reporting Line:

The Finance Officer reports to the Head of Mission Support.

2. Main Tasks and Responsibilities:

- To maintain the financial and accounting operations of the Mission;
- To develop policies for accounting and control of Mission finances in close cooperation with the Head of MSD;
- To manage the accounts, payments, treasury, financial system, claims and other financial functions;
- To follow up on the reconciliation of bank statements with payroll and accounts;
- To verify the legality and regularity of transactions prior to authorising financial transactions;
- To assist in the reporting, verifying the integrity of accounts, their accuracy and their on-time delivery;
- To implement audit recommendations and ensure the effectiveness of internal control;
- To assist in identifying goods and services required for improvement/efficiency for procurement;
- To prepare the Mission budget;
- To liaise and coordinate on financial issues with authorities and all other relevant actors (banks etc.) under the supervision of the Head of MSD;
- To support, maintain and make necessary recommendations on the use of the ERP (Enterprise Resource Planning) System;
- To support, maintain and make necessary recommendations on the financial management of Quick Implementation Projects (small projects).

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree OR equivalent and attested police and/or military education or training or an award of an equivalent rank; AND
- A minimum of 4 years of relevant professional experience, after having fulfilled the education requirements.

5. Essential Knowledge, Skills and Abilities:

- Knowledge of accounting and general financial principles;
- Knowledge and proficiency in finance and accounting technologies, in particular Enterprise Resource Planning (ERP) systems, with proven experience in the specific ERP systems used in CSDP missions.

6. Desirable Qualifications and Experience:

- Degree or certificate in Economics / Business Administration / Finance / Banking / Accounting or other related field;
- Member of a corps or body within EU member states public institutions having functions of this nature and/or certification as a Certified Public Accountant or Chartered Accountant.

7. Desirable Knowledge, Skills and Abilities:

- N/A

Position Name: International Gaza Support Center (IGSC) Liaison Officer	Employment Regime: Seconded	
Ref. Number: CRT 12	Location: Ramat Gan, Ashkelon	Availability: ASAP
Component/Department/Unit: Operations Department	Security Clearance Level: EU Confidential	Open to Contributing Third States: No

1. Reporting Line

The International Gaza Support Center (IGSC) Liaison Officer reports to the Head of Operations.

2. Main Tasks and Responsibilities:

- To contribute to the coherent planning and implementation of the coordination and cooperation activities of the Mission;
- To contribute to the implementation of the Mission's mandate related to the cooperation and coordination activities, through liaison activities, inputs received from Mission operational functions, and analysis and evaluation activities;
- To contribute to mapping and assessment of ongoing bilateral and multilateral coordination and cooperation activities;
- To support and enhance the Mission's awareness of international efforts aimed at the development of Gaza, in close coordination with EU and other international actors through a comprehensive approach;
- To provide EUPOL COPPS with timely information and to represent both Missions on matters of relevance, as applicable.
- To facilitate interaction between the Mission and bilateral and multilateral actors, including civilian and military actors;
- To support the Mission's contribution to the EU regional approach;
- To collect and provide information to improve Mission operational planning, with a focus on cohesive operations that advance the objectives of EUBAM Rafah;
- To establish and maintain networks of communication with counterparts to promote effective coordination and cooperation;
- To regularly report to the Head of Operations on the status of ongoing coordination and cooperation activities, providing analysis and updates to guide decision-making and policy development;
- Follow up with relevant stakeholders on operations at the Rafah Crossing Point (RCP) and support the continuous improvement of operational procedures and coordination mechanisms at the RCP in IGSC
- To provide expert advice to the Head of Operations on optimising coordination and cooperation, tailored to the Mission's mandate;
- To identify challenges and propose solutions to enhance coordination and cooperation as well as operational efficiency.

3. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Head of Operations
- To undertake any other related tasks as requested by the Line Manager(s).

4. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree OR equivalent and attested police and/or military education or training or an award of an equivalent rank; AND
- A minimum of 7 years of relevant professional experience, after having fulfilled the education requirements, out of which a minimum of 3 years at coordination/management level.

5. Essential Knowledge, Skills and Abilities:

- Analytical and problem solving/negotiation skills;
- Project management skills;
- Ability to establish, plan, and review priorities for strategic alignment;
- Ability to communicate and engage with senior officials and governmental decision makers.

6. Desirable Qualifications and Experience:

- Experience in strategic analysis, planning and reporting;
- Professional qualification and/or certificate in management/leadership;
- International experience, particularly in crisis areas with multinational and international organisations.

7. Desirable Knowledge, Skills and Abilities:

- Knowledge of international actors in the field of crisis management.

Position Name: OPS Planning Officer	Employment Regime: Seconded	
Ref. Number: CRT 13	Location: Ramat Gan, Ashkelon	Availability: ASAP
Component/Department/Unit: Operations Department	Security Clearance Level: Not required	Open to Contributing Third States: No

8. Reporting Line

The Planning Officer reports to the Head of Operations.

9. Main Tasks and Responsibilities:

- To develop, maintain and regularly update the Mission Implementation Plan (MIP) in close coordination with relevant Mission operational elements and external stakeholders.
- To support the implementation of operational activities, tasks and milestones within the Operations Department, ensuring alignment with the Mission mandate, priorities and objectives.
- To plan, coordinate and monitor operational deployments and activities at the Rafah Crossing Point and other designated border crossing points, as required.
- To support the planning and preparation of current and future Mission operational engagement in the areas of border management, border surveillance and related operational activities.
- To conduct forward-looking operational planning and horizon scanning to identify emerging developments, operational requirements, risks and opportunities.
- To identify, develop and coordinate operational activities and projects in line with Mission priorities, ensuring coherence with operational plans, available resources and implementation timelines.
- To establish, monitor and analyse operational objectives, indicators, benchmarks and milestones, and assess progress towards mandate implementation.
- To collect, consolidate and analyse operational information and inputs from Mission elements, and provide assessments, recommendations and briefings to support operational decision-making.
- To develop and maintain Annual Work Plans and contribute to strategic reviews, implementation assessments, progress reports, briefing notes and other planning and reporting documents.
- To identify operational gaps, challenges and risks, and propose mitigating measures and follow-up actions to support effective implementation.
- To organise and support operational planning and coordination meetings, and ensure timely dissemination of information and updates within the Mission.
- To draft, review and update Standard Operating Procedures (SOPs), planning documents and operational guidance to ensure consistency, compliance and effectiveness.
- To ensure that all planning, coordination and reporting activities are conducted in accordance with Mission procedures, policies and the guidance of line management.

10. General Tasks and Responsibilities:

- To identify and report on lessons learned and best practices within the respective area of responsibility;
- To contribute and ensure timely reporting on activities within the respective area of responsibility;
- To contribute to the continuous improvement of Mission planning, coordination, monitoring and reporting processes;

- To maintain effective working relationships with internal and external stakeholders;
- To take account of gender equality and human rights aspects in the execution of tasks;
- To undertake any other related tasks as requested by the Line Manager(s).

11. Essential Qualifications and Experience:

- Successful completion of university studies of at least 3 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area, e.g. Bachelor's Degree OR equivalent and attested police and/or military education or training or an award of an equivalent rank; AND
- A minimum of 4 years of relevant professional experience, after having fulfilled the education requirements.

12. Essential Knowledge, Skills and Abilities:

- Drafting and research skills;
- Communication and presentation skills;
- Analytical skills and knowledge of information collection;
- Planning, coordination and organizational skills;
- Ability to analyse operational information and formulate recommendations;
- Ability to monitor implementation against objectives, indicators and milestones;
- Ability to work under pressure and manage multiple priorities and deadlines;
- Experience in operational planning, implementation monitoring, coordination and reporting;
- Experience in drafting planning documents, reports, briefing notes, assessments and analytical papers.

13. Desirable Qualifications and Experience:

- Experience in leading and communicating change management initiatives;
- International experience, particularly in crisis areas with multi-national and international organisations.
- Experience in border management, border surveillance or integrated border management activities;
- Experience within EU Common Security and Defence Policy (CSDP) missions, EU institutions or other international organisations;
- Experience in coordinating donor-funded projects or external assistance programmes.

14. Desirable Knowledge, Skills and Abilities:

- Arabic language skills.
- Knowledge of EU Common Security and Defence Policy (CSDP) structures and processes;
- Knowledge of results-based management, monitoring and evaluation methodologies;
- Knowledge of the political, security and operational environment in the Middle East region.