

# EUROPEAN EXTERNAL ACTION SERVICE



## Annex 1

<b>European Union Capacity Building Mission in Somalia</b> <b>EUCAP SOMALIA</b> <b>2-2025 Call for Contributions</b> <b>Requirements and Job Descriptions</b>				
<b>Organisation:</b>	<b>European Union Capacity Building Mission in Somalia</b>			
<b>Job location:</b>	<b>As indicated below</b>			
<b>Employment regime:</b>	<b>As indicated below</b>			
<b>Job titles/ vacancy notice:</b>	<b>Ref.:</b>	<b>Name of the post:</b>	<b>Location:</b>	<b>Availability:</b>
	<b><u>Seconded (24)</u></b>			
	SOM-9002	Deputy Head of Mission	Mogadishu	17/09/2025
	SOM-9004	Document Manager	Mogadishu	ASAP
	SOM-9013	Human Rights Adviser	Mogadishu	01/10/2025
	SOM-9014	Environmental Adviser	Mogadishu	22/10/2025
	SOM-9024	Head of Planning, Reporting and Evaluation Division	Mogadishu	ASAP
	SOM-9025	Planning and Evaluation Officer	Mogadishu	ASAP
	SOM-9027	Senior Reporting Officer	Mogadishu	ASAP
	SOM-9029	Reporting Officer	Mogadishu	ASAP
	SOM-9030	Head of Project Cell	Mogadishu	01/01/2026*
	SOM-9031	Project Manager	Mogadishu	ASAP
	SOM-9032	Project Manager	Mogadishu	ASAP
	SOM-9051	Logistics Assistant	Mogadishu	ASAP
	SOM-9151	Project Manager	Mogadishu	ASAP
	SOM-9113	Senior Operations Coordinator	Mogadishu	01/09/2025
	SOM-9115	Senior Operations Coordinator/ Legal Reform Adviser	Mogadishu	01/07/2025
	SOM-9123	Maritime Adviser	Mogadishu	ASAP
	SOM-9124	Maritime Adviser	Mogadishu	ASAP



MD-Civilian Operations Headquarters (CivOpsHQ)  
European External Action Service (EEAS)  
Rue d'Arlon 88, B-1046 Brussels  
Telephone: +32 460 84 53 77  
Email: CIVOPSHQ-HR-EUCAP-SOMALIA@eeas.europa.eu

	SOM-9127	Senior Police Adviser/ Head of Police Unit	Mogadishu	01/10/2025
	SOM-9148	Police Trainer	Mogadishu	30/09/2025
	SOM-9165	Police Trainer	Mogadishu	ASAP
	SOM-9138	Head of Field Office Somaliland	Somaliland	ASAP
	SOM-9141	Senior Maritime Adviser	Somaliland	ASAP
	SOM-9160	Maritime Adviser	Puntland	ASAP
	SOM-9161	Maritime Adviser	Puntland	ASAP
	<b><u>Seconded/Contracted (8)</u></b>			
	SOM-9046	Procurement Officer	Mogadishu	ASAP
	SOM-9059	CIS Officer	Mogadishu	ASAP
	SOM-9063	CIS Assistant	Mogadishu	ASAP
	SOM-9066	Mission Information Security Officer	Mogadishu	01/01/2026
	SOM-9074	Mission Security Officer	Mogadishu	25/01/2026
	SOM-9090	Armed Protection Operator	Somaliland	ASAP
	SOM-9097	Armed Protection Operator	Somaliland	ASAP
	SOM-9092	Armed Protection Operator	Somaliland	ASAP
<b>Deadline for applications:</b>	<b>Friday, 27 June 2025 at 17:00 (Brussels time)</b>			
<b>Applications must be submitted to:</b>	<p><b>1) You have the nationality of an EU Member State: you must use Goalkeeper to apply:</b></p> <p>a) You are already registered on Goalkeeper AND you have an EU Login:  <a href="https://goalkeeper.eeas.europa.eu/registrar/web">https://goalkeeper.eeas.europa.eu/registrar/web</a></p> <p>b) You do not have a Goalkeeper account or an EU Login:  <a href="https://goalkeeper.eeas.europa.eu/registrar/web/DPA/357/details.do">https://goalkeeper.eeas.europa.eu/registrar/web/DPA/357/details.do</a></p> <p>Only seconded nationals of a non-EU Contributing Third State can be proposed by their National Seconding Authority (no personal applications will be considered): Please contact your seconding authority to send them your application form.</p> <p><i><b>Please note:</b> 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 cannot provide contact details of National Seconding Authorities.</i></p>			
<b>Information:</b>	<p>For more information relating to selection and recruitment, please contact the Civilian Operations Headquarters (CivOpsHQ):</p> <p><b>CIVOPSHQ-HR-EUCAP-SOMALIA@eeas.europa.eu</b></p>			

\*depending on the end of mission date of the current incumbent.

## High Risk Non-Family Mission

European Union Capacity Building Mission in Somalia bears a High Risk Non-Family Mission status due to the present risk rating of the mission area as high, according to the SIAC risk rating table. 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 will be considered. EU Member States will bear all personnel-related costs for seconded personnel, including salaries, medical coverage, travel expenses to and from the Mission area (including home leave) and allowances other than those paid according to the Council documents 7291/09 (10 March 2009) and 9084/13 (30 April 2013).

**Contracted personnel** – The Mission may recruit international staff on a contractual basis as required through an employment contract. The employment contract with the Mission establishes the conditions of employment, rights and obligations, remuneration, allowances, travel and removal expenses and the applicable high risk insurance policy.

Documents supporting educational qualifications and work experience should be accompanied by certified translations of the original documents in the English language, if issued in another language, in accordance with the European Commission Guidelines for Lifelong Learning, which ensures transparency in higher education and fair and informed judgements about qualifications.

**Tour of duty/contract period** – Subject to the adoption of the Council Decision extending the Mission mandate and approving the appropriate Budgetary Impact Statement, the duration of the deployment should be of 12 months.

The Civilian Operations Commander requests that EU Member States and Contributing Third States (Contributing States) propose candidates for the following international expert positions for EUCAP Somalia, 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/contracted candidates shall be able to serve the full period of secondment/contract 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 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.

**Education diploma(s)/certificate(s) and/or professional certificate(s)** – Selected international contracted candidates must have and present to the Mission the university diploma or the professional certificate/diploma, depending on the job description, before signing the contract or taking up their duties.

**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. For contracted experts, the process will be initiated by the Mission upon deployment. Please note that the role of the Mission is limited to initiation of the process and the Mission declines all responsibility regarding its final outcome.

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/contract 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. Contracted experts must deliver such a certificate to the Mission's Human Resources before their deployment. 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 selected contracted candidates, in compliance with “Fit to work clearance procedure”, a copy of the result of the medical examinations as well as the fitness to work certificate, for seconded selected candidate, 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. Candidates seconded by Contributing Third States will apply using the dedicated application form returned in Word format.

**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. Contracted candidates will be selected only on exceptional basis.

**Information on the outcome** – Contributing States and contracted candidates (applying for seconded/contracted positions) 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-learnings>.

**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 Department 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).

## **SECONDED POSITIONS**

<b>Position Name:</b> Deputy Head of Mission	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9002	<b>Location:</b> Mogadishu	<b>Availability:</b> 17/09/2025
<b>Component/Department/Unit:</b> Head of Mission/Deputy Head of Mission	<b>Security Clearance Level:</b> EU Secret	<b>Open to Contributing Third States:</b> No

### **1. Reporting Line:**

The Deputy Head of Mission reports to the Head of Mission.

### **2. Main Tasks and Responsibilities:**

- To deputise and represent the Head of Mission as required;
- To participate in the development of the overarching Mission policy and implementation strategy;
- To participate in the development and overall planning of the Mission activities and the development of Mission reports in cooperation with the Chief of Staff;
- To participate in the implementation of the Mission mandate following up on operational activities, with due respect to the core function of the Head of Operations;
- To support the Head of Mission in the duty of care of Mission members and contribute as required;
- To support the advancement of Human Rights and Gender related aspects with relevant Mission internal and external stakeholders, including civil society actors, in close coordination with the Mission's Human Rights and Gender advisers;
- To support the Mission efforts to coordinate and collaborate with EU representatives (notably EU Delegations, military Common Security Defence Policy (CSDP) Missions and Operations and EU Justice and Home Affairs agencies), Member States and other international actors in line with the integrated approach;
- To support the Head of Mission in delivering strategic communications including targeted work on disinformation;
- To fulfil the role of responsible authority in the framework of the Code of Conduct and take disciplinary decisions in the first instance;
- To ensure Mission Standard Operating Procedures are developed, implemented and periodically reviewed;
- To contribute to the training of Mission members;
- To provide instructions and review reports delegated by the Head of Mission;
- To implement gender-responsive leadership and ensure gender and human rights mainstreaming internally and externally in mandate implementation;
- To uphold a strict zero tolerance policy to misconduct, including all forms of harassment, sexual harassment, discrimination and abuse, and proactively ensure an equal and inclusive work environment for all staff;
- To raise awareness of staff on their rights, obligations and appropriate standards of behaviour, including existing formal and informal complaint and support mechanisms;
- To act as the primary interlocutor at senior management level for the Local Staff Committee;
- To identify, manage and report the risks arising from the specific processes/systems/projects implemented under his/her responsibility.

### **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 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 12 years of relevant professional experience, after having fulfilled the education requirements, out of which a minimum of 5 years at senior coordination/management level.

#### **5. Essential Knowledge, Skills and Abilities:**

- Ability to exercise collaborative, sound and effective leadership;
- Ability to manage, mentor and motivate a professionally diversified and multicultural team;
- Ability to establish, plan, and review priorities;
- Ability to communicate and engage with senior officials and governmental decision makers;
- Knowledge of human rights, gender equality and Women, Peace and Security commitments;

#### **6. Desirable Qualifications and Experience:**

- Master's degree/MBA in management, business administration, law, political sciences or other related subjects, or international/national certificate/diploma in management/leadership;
- Experience in performance and change management;
- Experience in strategic analyses, planning and reporting;
- Professional qualification and/or certificate in management/leadership;
- International experience, particularly in crisis areas with multinational and international organisations;
- Experience in national or international assignments in a staff function, in particular planning and organisation of crisis management Missions;
- Experience in management of strategic analyses as well as a sound understanding of strategic and operational considerations for the design of national security sector related reforms;
- Experience in senior management/command roles in police and/or the maritime field (Coast Guard/Navy/Merchant Navy/Maritime Police).

#### **7. Desirable Knowledge, Skills and Abilities:**

<b>Position Name:</b> Document Manager	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9004	<b>Location:</b> Mogadishu	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Head of Mission/Deputy Head of Mission Office	<b>Security Clearance Level:</b> Not Required	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line

The Document Manager reports to the Head of Mission and is administratively line managed by the Chief of Staff.

### 2. Main Tasks and Responsibilities:

- To develop, implement and manage a comprehensive records management programme/Mission filing plan for (a) unclassified/classified documents and (b) paper and electronic files, in accordance with European Union External Action Service (EEAS) Information Security and Data Protection regulations, EEAS Archives and Document Management standards;
- To be responsible for the collection, filling and preservation of manual and electronic records (classified and registered access material) to ensure timely access of documents, quality control measures are in place and metadata is introduced;
- To draft and review the Mission Document Management Standard Operating Procedures in accordance with EEAS, Civilian Planning and Conduct Capability (CPCC) Information Security and Data Protection regulations and Document Management standards;
- To recommend and implement new technology applications for archiving and document management;
- To provide advisory services on recordkeeping practices including needs and business process analysis;
- To provide basic-level training to the Mission staff on the use of the Electronic Mission Document Management system;
- To apply retention policies, ensure registration, physical aspects of records storage and transfers meet established standards;
- To promote the importance of documents and archiving management as key Mission resources and provide information management expertise to Mission projects and programmes;
- To ensure, in collaboration with Reporting, INFO security and CIS that all Mission Member have easy access to Mission key documents according to their level of authorization, such as OPLAN, EEAS documents, CivOpsCdr guidelines and instructions, Mission SOPs, HoM's instructions and decisions, etc.;
- To ensure that the Mission has a right tool for knowledge management and key documents for the work of the mission, across departments and accessible (institutional memory) for mission members; To participate in budget drafting and facilitate procurement activities;
- To supervise the closure of files and the preparation of the transfer of Mission's archives to EEAS and the European Commission/Foreign Policy Instrument (FPI) by the end of the mandate or when required (including destruction of non-official documents);
- To ensure the correct transfer of the Mission archive to EEAS/FPI;
- To create an archive of all mission documents in a transparent, easy accessible and comprehensive way.

### 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:**

- Ability to develop policies and procedures to comply with legislation and good practice;
- Knowledge of electronic records management practices and documents management platforms, such as M-files.
- Analytical skills and knowledge of information collection.

**6. Desirable Qualifications and Experience:**

- International experience, particularly in crisis areas with multi-national and international organisations.

**7. Desirable Knowledge, Skills and Abilities:**

- Professional knowledge of complex electronic data processing systems;
- Knowledge of EEAS Security Regulations, Data Protection Legislation, and Council Archives and records management standards.

<b>Position Name:</b> Human Rights Adviser	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9013	<b>Location:</b> Mogadishu	<b>Availability:</b> 01/10/2025
<b>Component/Department/Unit:</b> Head of Mission/Deputy Head of Mission	<b>Security Clearance Level:</b> Not Required	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line

The Human Rights Adviser reports to the Head of Mission and is administratively line managed by the Deputy Head of Mission.

### 2. Main Tasks and Responsibilities:

- To act as the Mission focal point and provide advice on standards for human rights matters and policies relevant to the Mission mandate and ensure internal coordination and consistency;
- To advise the Head of Mission and senior management on human rights mainstreaming in the implementation of the Mission mandate, applying a Human Rights Based Approach in Mission internal and external activities;
- To ensure all human rights aspects including mainstreaming are incorporated and consistent with the Mission planning, reporting and review cycle documents;
- To ensure development and oversight of the implementation of the Mission Human Rights Action Plan;
- To liaise with local and international entities involved in the promotion and monitoring of human rights in the host state;
- To advise the Head of Mission on human rights due diligence framework;
- To proactively ensure the Mission leadership and key staff are up to date with the human rights situation in the Mission area;
- To work closely with other Mission members in particular the Mission Gender Adviser, to ensure coordination of crosscutting issues;
- To advise on the development and management of strategic communications regarding human rights;
- Contributing to the integration of the human rights agenda in mission operational activities, including training on human rights and human rights due diligence;
- The development and periodic review of the relevant Mission Standard Operating Procedures;
- To provide training to Mission members on human rights mainstreaming and human rights due diligence;
- To coordinate with other EU actors in the host state to ensure an integrated approach.

### 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

Degree; OR equivalent and attested police and/or and military education or training or an award of an equivalent rank; AND

- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

**5. Essential Knowledge, Skills and Abilities:**

- Understanding of international human rights law and principles and human rights protection systems;
- Knowledge of human rights mainstreaming issues and tools;
- Drafting, analytical and reporting skills;
- Knowledge of investigative and conciliation techniques in human rights;
- Understanding and sensitivity to the basic principles of human rights legislation and intergroup relations.

**6. Desirable Qualifications and Experience:**

- International experience, particularly in crisis areas with multinational and international organisations.

**7. Desirable Knowledge, Skills and Abilities:**

<b>Position Name:</b> Environmental Adviser	<b>Employment Regime:</b> Seconded	
<b>Ref. number:</b> SOM-9014	<b>Location:</b> Mogadishu	<b>Availability:</b> 22/10/2025
<b>Component/Department/Unit:</b> Head of Mission/ Deputy Head of Mission	<b>Security Clearance Level:</b> Not Required	<b>Open to Contributing Third States:</b> No

#### 1. Reporting Line:

The Environmental Adviser reports to the Deputy Head of Mission is administratively line managed by the Deputy Head of Mission.

#### 2. Main Tasks and Responsibilities:

- To act as the Mission focal point for environmental and climate issues;
- To provide advice to the Head of Mission and Mission management on the implementation of the EU policy on environment and climate within the Mission mandate;
- To assist in the operationalisation and integration of climate and environment perspectives and mainstreaming issues within the Mission;
- To provide ad hoc advice on technical and managerial solutions to improve the Mission environmental performance;
- To raise awareness and provide training on environmental and climate issues;
- To support the development of environmental and climate analysis related to the implementation of the Mission mandate including policy development, duty of care aspects, security analysis, Mission footprint and environmental health issues etc.;
- To establish mechanisms for monitoring, implementing and evaluating EU and international instruments for environment and climate including deliverables on the “EU Green Deal” and the “EU Climate Law”;
- To carry out analysis on the nexus of security, climate and environmental situation in the host state and potential implications on the Mission mandate;
- To advise on the development and content of strategic communications with regard to climate and environmental dimensions;
- To contribute to the development and periodic review of relevant Mission Standard Operating Procedures aiming at integrating climate and environmental perspective;
- To liaise with the local and international entities involved in the promotion of environmental sustainability;
- To ensure Mission management and Mission members are up to date on sustainability, environmental considerations and climate smart approaches;
- To establish long-term working relationships with environmental organisations in line with the Sustainable Development Goals’ agenda;
- To ensure that projects comply with environmental regulations and targets by addressing issues such as air quality, land and water contamination, waste management, energy optimisation, and environmental impact throughout the Mission's activities;
- To ensure development of and oversight over the implementation of the Mission Internal Environment Strategy and Environment Action Plan.

#### 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. The qualification should be in any of the fields of environmental health, environmental science, natural resources management, sustainability approaches or other related field; AND

- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

**5. Essential Knowledge, Skills and Abilities:**

- Ability to conduct environmental assessments and analyses;
- Ability to provide advice based on sustainable environmental approaches and climate smart solutions;
- Training skills;
- Knowledge of the Sustainable Development Goals and the Paris Agreement content and their applications.

**6. Desirable Qualifications and Experience:**

- Knowledge of climate footprint analysis, green engineering, environmental management systems, environmental assessments etc.;
- Technical knowledge on environmental and climate mitigation/adaptation;
- International experience, particularly in crisis areas with multinational and international organisations;
- Experience in developing projects and to integrate environmental aspects into projects;
- Professional experience in Africa.

**7. Desirable Knowledge, Skills and Abilities:**

- Knowledge on maritime pollution.

<b>Position Name:</b> Head of Planning, Reporting and Evaluation Division	<b>Employment Regime:</b> Seconded	
<b>Ref. number:</b> SOM-9024	<b>Location:</b> Mogadishu	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Chief of Staff / Planning, Reporting and Evaluation Division	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Head of Planning, Reporting and Evaluation Division reports to the Chief of Staff.

### 2. Main Tasks and Responsibilities:

- To lead, manage and coordinate the work and staff of the Division, to produce the Mission operational planning, reporting and analysis requirements, including, the monthly, six-monthly and special reports and to ensure that project management activities are in line with the mission mandate;
- To compile, ensure consistency and update the Mission Implementation Plan in coordination with the Mission operational and coordination elements, and monitor its execution, including benchmarking, analysis and evaluation of outcome;
- To support external communication and cooperation on technical planning with relevant stakeholders in the Mission area of operation in conjunction with the Mission operational and cooperation/coordination functions;
- To supervise and support the analysis and drafting of reports originating from Mission operational and advisory elements (on operational activities and state of play on mandate implementation), in line with the relevant planning documents;
- To ensure timely and accurate reporting and information flow within the Mission to the Civilian Planning and Conduct Capability, EU Member States and other international stakeholders;
- To identify, manage and report the risks arising from the implementation of specific processes/systems/projects;
- To implement gender-responsive leadership and ensure gender and human rights mainstreaming internally and externally in mandate implementation;
- To uphold a strict zero tolerance policy to misconduct, including all forms of harassment, sexual harassment, discrimination and abuse, and proactively ensure an equal and inclusive work environment for all staff;
- To raise awareness of staff on their rights, obligations and appropriate standards of behaviour, including existing formal and informal complaint and support mechanisms;
- To coordinate and support the Mission's Leadership on the Mission's mandate assessments, reviews and development of the Mission's main planning document (Operational Plan - OPLAN);
- To supervise the risk management collection procedure and support the Chief of Staff on the Mission's Risk Management process;
- To supervise the Mission's lessons learned process and be the Mission's Point of Contact with the Civilian Planning and Conduct Capability on Knowledge Management related matters.

### 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 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 6 years of relevant professional experience after having fulfilled the education requirements, out of which a minimum 2 years at coordination/management level.

#### **5. Essential Knowledge, Skills and Abilities:**

- Ability to exercise collaborative, sound and effective leadership;
- Ability to manage, mentor and motivate a professionally diversified and multicultural team;
- Ability to establish, plan, and review priorities;
- Ability to communicate and engage with senior officials and governmental decision makers;
- Report compilation, drafting, analytical and research skills;
- Knowledge about functioning of CFSP and civilian CSDP-related operational planning, methodologies, processes, and formats;
- Knowledge and experience in benchmarking methodologies and Lessons Learned processes;
- Knowledge and experience in monitoring and evaluation processes and methodologies.

#### **6. Desirable Qualifications and Experience:**

- Master's Degree in management, business administration or other related subjects, or international/national certificate/diploma in management/leadership;
- Experience in the area of knowledge management, organisational learning or policy development;
- International experience, particularly in crisis areas with multinational and international organisations;
- Project management and risk management qualification/Certification.

#### **7. Desirable Knowledge, Skills and Abilities:**

- Analytical capability and profound knowledge of information collection and analytical methods;
- Experience in International Organisation's planning processes.

<b>Position Name:</b> Planning and Evaluation Officer	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9025	<b>Location:</b> Mogadishu	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Chief of Staff Department/ Planning, Reporting and Evaluation Division/ Planning and Evaluation Office	<b>Security Clearance Level:</b> Not Required	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line

The Planning and Evaluation Officer reports to the Head of Planning, Reporting and Evaluation Division.

### 2. Main Tasks and Responsibilities:

- To support the Mission's chain of command in the conduct of the Mission's mandate reviews and develop the main planning documents and assessments;
- To support the development and update of the Mission Implementation Plan (MIP) in close cooperation with the relevant Mission operational elements and other stakeholders;
- To coordinate and provide quantitative and qualitative analysis of inputs originating from the Mission operational and advisory elements on the progress of the operational activities and state of play of mandate implementation;
- To liaise with the Mission Project Cell to support the identification and development of new projects in line with the Mission's Mandate;
- To liaise regularly with the Mission Security, Support, Advisory and Operations structures for information exchange, coordination, and cooperation, aiming for the collection of the Mission's Lessons Learned observations and development of the Missions Lessons Learned process;
- To prepare Mission coordination meetings on the MIP progress and ensure that Mission personnel is also regularly updated;
- To coordinate, develop and implement baseline surveys, monitoring and evaluation processes for assessing the impact of the Mission activities;
- To produce planning, evaluation and report documents, necessary for the Mission's reporting chain;
- To prepare and give presentations; produce talking points, speeches and presentations for various purposes and contexts, related to Mission planning and evaluation related matters.

### 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 about CPCC structure, operational planning, methodologies, processes, and formats;
- Analytical skills and knowledge of information collection;
- Drafting and research skills;
- Communication and presentation skills;
- Knowledge and experience in benchmarking methodologies;
- Knowledge and experience in monitoring and evaluation processes and methodologies;
- Ability to work under pressure and with tight deadlines and to manage multiple tasks and unexpected demands.

**6. Desirable Qualifications and Experience:**

- International experience, particularly in crisis areas with multinational and international organisations;
- Experience in International Organisations planning processes.

**7. Desirable Knowledge, Skills and Abilities:**

- Ability in leading and communicating change management initiatives;
- Knowledge in Risk Management;
- Knowledge in Project Management;
- A previous relevant professional experience in Africa.

<b>Position Name:</b> Senior Reporting Officer	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9027	<b>Location:</b> Mogadishu	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Chief of Staff Department/ Planning, Reporting and Evaluation Division/Reporting Office	<b>Security Clearance Level:</b> EU CONFIDENTIAL	<b>Open to Contributing Third States:</b> NO

### 1. Reporting Line

The Senior Reporting Officer reports to the Head of Planning, Reporting and Evaluation Division.

### 2. Main Tasks and Responsibilities:

- To communicate with key Mission staff members on information management, analysis and reporting procedures in order to ensure submission of high-quality information;
- To collate and support the quantitative and qualitative analysis of inputs originating from the Mission's operational, advisory and supportive elements on their activities;
- To produce timely and accurate periodic and ad-hoc reports for submission to the chain of command, the Mission's operational headquarters, and EU Member States regarding Mission's mandate implementation;
- To contribute to the development and regular updating of the Mission Implementation Plan (MIP);
- To prepare and give presentations, produce talking points, speeches and presentations for various purposes and contexts and draft meetings reports;
- To collate the inputs originating from Mission Security, Support, Advisory and Operations structures in support of the Mission's Risk Management process, and update the Mission's Risk Register;
- In the absence of the Head of Planning, Reporting and Evaluation Division, to coordinate the Planning and Evaluation Office and the Reporting Office, by proposing the organisation, development, and follow-up on the Division's planning, evaluation, and reporting products.

### 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 6 years of relevant professional experience, after having fulfilled the education requirements.

### 5. Essential Knowledge, Skills and Abilities

- Drafting and editing skills;
- Communication and presentation skills;
- Analytical capability and knowledge of information collection;
- Knowledge in Risk Management process.

**6. Desirable Qualifications and Experience:**

- International experience, particularly in crisis areas with multinational and international organisations.

**7. Desirable Knowledge, Skills and Abilities:**

- Understanding on how to develop and implement baseline surveys, monitoring and evaluation exercises to evaluate and assess the impact of the Mission's activities;
- Knowledge in benchmarking;
- A previous relevant professional experience in Africa.

<b>Position Name:</b> Reporting Officer	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9029	<b>Location:</b> Mogadishu	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Chief of Staff Department/ Planning, Reporting and Evaluation Division/ Reporting Office	<b>Security Clearance Level:</b> EU CONFIDENTIAL	<b>Open to Contributing Third States:</b> No

#### **8. Reporting Line**

The Reporting Officer reports to the Head of Planning, Reporting and Evaluation Division.

#### **9. Main Tasks and Responsibilities:**

- To communicate with key Mission staff members on information management, analysis and reporting procedures in order to ensure submission of high-quality information;
- To collate and support the quantitative and qualitative analysis of inputs originating from the Mission's operational elements on their operational activities;
- To produce timely and accurate periodic and ad-hoc reports, in respect of the Mission's reporting chain, for submission to the Mission's chain of command;
- To contribute to the development and regular update of the Mission Implementation Plan (MIP);
- To prepare and give presentations, produce talking points, speeches and presentations for various purposes and contexts; and draft meetings reports;
- To contribute to the Mission's Knowledge Management process;
- To support the Senior Reporting Officer to collate the inputs originating from the Mission's Units in support of the Mission's Risk Management process.
- To prepare and give presentations; produce talking points, speeches and presentations for various purposes and contexts and draft meetings reports.

#### **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 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 editing skills;
- Communication and presentation skills;
- Analytical capability and knowledge of information collection;
- Understanding on how to develop and implement baseline surveys, monitoring and evaluation exercises;
- Knowledge in Knowledge Management methodologies.

#### **13. Desirable Qualifications and Experience:**

- International experience, particularly in crisis areas with multinational and international organisations.

**14.Desirable Knowledge, Skills and Abilities:**

- Ability to multi-task with a time management efficiency;
- Ability to work under pressure and with tight deadlines and to manage multiple tasks and unexpected demands;
- Knowledge and experience in benchmarking;
- Knowledge in Risk Management process;
- A previous relevant professional experience in Africa.

<b>Position Name:</b> Head of Project Cell	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9030	<b>Location:</b> Mogadishu	<b>Availability:</b> 01/01/2026*
<b>Component/Department/Unit:</b> Chief of Staff Department/ Planning, Reporting and Evaluation Division/Project Cell	<b>Security Clearance Level:</b> Not Required	<b>Open to Contributing Third States:</b> Yes

#### 1. Reporting Line:

The Head of Project Cell reports to the Head of Planning, Reporting and Evaluation Division.

#### 2. Main Tasks and Responsibilities:

- To lead, manage and coordinate the work and staff of the Project Cell in accordance with the Mission's Operation Plan (OPLAN) and relevant planning documents;
- To ensure project proposals are coordinated within the Mission and external stakeholders;
- To support and facilitate the Mission's operational elements and managers in project planning/development and coordinate the implementation of the Mission projects with other stakeholders;
- To assess project proposals and make recommendations on feasibility and sustainability of projects in cooperation with the Finance Section, operational elements and Heads of Sections;
- To establish and maintain contacts with International Organisations and Non-Governmental Organisations to identify potential project partners and funding together with the Mission Coordination and Cooperation Capability, as applicable;
- To introduce and oversee a portfolio-wide performance management and benefits realization framework;
- To create and regularly update a long-term portfolio roadmap, aligned with the operational environment and facilitating donor mobilization;
- To develop the mission project database and maintain the Mission project history and ongoing activities record;
- To conduct post project reporting and evaluations;
- To ensure transparency and compliance with EU rules and regulations;
- To develop and maintain project management procedures;
- To identify, manage and report risks arising from the implementation of processes, systems, and projects;
- To implement gender-responsive leadership and ensure gender and human rights mainstreaming internally and externally in mandate implementation;
- To uphold a strict zero tolerance policy to misconduct, including all forms of harassment, sexual harassment, discrimination and abuse, and proactively ensure an equal and inclusive work environment for all staff;
- To raise awareness of staff on their rights, obligations and appropriate standards of behaviour, including existing formal and informal complaint and support mechanisms;
- Monitors the allocation of resources to the different projects, both financial and human, as well as the delivery to quality standards on time and within budget;
- Applies a change management process and tools to support adoption of the changes required by a project or initiative;
- Provide input, document requirements and support the design and delivery of training programs in the area of project management, management of benefits, change management and related fields in order to improve the competences of staff part of project teams and to support the line managers to maintain and advance the change initiated through projects, for the benefit of Somali counterparts.



### **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 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 6 years of relevant professional experience, after having fulfilled the education requirements, out of which a minimum 2 years at coordination/management level.

### **5. Essential Knowledge, Skills and Abilities:**

- Ability to exercise collaborative, sound and effective leadership;
- Ability to manage, mentor and motivate a professionally diversified and multicultural team;
- Ability to establish, plan, and review priorities;
- Ability to communicate and engage with senior officials and governmental decision makers;
- Project management skills.

### **6. Desirable Qualifications and Experience:**

- International experience, particularly in crisis areas with multinational and international organisations;
- Project management qualification, such as APM, PPM, PRINCE2, or equivalent;
- Experience in Security Sector/Rule of Law reform in a national or host state context;
- Familiarity with the EU Financial Regulations.

### **7. Desirable Knowledge, Skills and Abilities:**

<b>Position Name:</b> Project Manager	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9031 SOM-9032	<b>Location:</b> Mogadishu	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Chief of Staff Department/ Planning, Reporting and Evaluation Division/ Project Cell	<b>Security Clearance Level:</b> Not Required	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line

The Project Manager reports to the Head of Project Cell.

### 2. Main Tasks and Responsibilities:

- To assist in project planning, development, coordination and implementation of Mission projects in support of mandate implementation, particularly related to Federal Darwish training, equipping and where applicable support for deployment
- To actively support the onsite delivery in the training camp of the Federal Darwish project in all its components by liaising and integrating with teams from the different units of the mission and expediting project related administrative and logistical elements;
- To act as contact point and responsible for implementation of contracts of supplies and services, especially related to Federal Darwish training project;
- To ensure stakeholder management, accurate communication and efficient facilitation during onsite activities of the Federal Darwish training project;
- To perform contractual related camp management activities linked to the training facilities for Federal Darwish project;
- To advise Missions operational components and heads of units in the preparation of project proposals, budgets, notes of understanding and project agreements etc.;
- To act as the interface between project leaders and various elements of Mission Support;
- To maintain records of the Mission project history and ongoing activities;
- To conduct post project reporting and evaluation;
- To receive, review, analyse, assign, process and track certified requisitions submitted for procurement;
- To liaise with Mission international partners in close coordination with the Mission Coordination and Cooperation capability;
- To ensure that all contract related expenditures are documented in compliance with the Regulation on the financial rules applicable to the general budget of the Union (Financial Regulation);
- To support the delivery, reception, acceptance, stock and inventory of all goods for the Project Cell, including the preparation of all relative documents and certificates;
- To support the monitoring of the projects goods warranties and works liabilities;
- To provide support for the preparation of the handover of the equipment to beneficiaries and to organise the physical delivery as required;
- To support, within projects, organising the facilities and event set-up, planning and organisation of conferences, workshops, training activities or other expertise transfer activities for Somali counterparts;
- To support the preparation of market researches and terms of reference for equipment and goods and the preparation of the procurement dossier.
- To support project analysis, project knowledge management activities and development/enhancement of the project information systems;
- To ensure that Project Cell's paper and electronic archive, as well as dedicated databases, are properly managed and updated.

### **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:**

- Teamwork skills;
- Time management skills;
- Problem solving skills;
- Project management skills.

### **6. Desirable Qualifications and Experience:**

- Project management training, such as APM, PPM, PRINCE2, or equivalent;
- Experience related to delivery of training in police or military organizations;
- Experience related to planning and implementation of large training, equipping, deploying projects for police or military organizations;
- International experience, particularly in crisis areas with multinational and international organisations.

### **7. Desirable Knowledge, Skills and Abilities:**

- Familiar with EU Financial Regulations.
- Knowledge of performance management and enterprise reporting /enterprise resource management software (ERP).

<b>Position Name:</b> Logistics Assistant	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9051	<b>Location:</b> Mogadishu	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Chief of Staff Department/Mission Support Department/General Support Section	<b>Security Clearance Level:</b> Not Required	<b>Open to Contributing Third States:</b> No

#### 1. Reporting Line:

The Logistics Assistant reports to the Head of General Support Section.

#### 2. Main Tasks and Responsibilities:

- To coordinate all aspects of logistical and supply needs such as, the acquisition, distribution allocation of logistical resources;
- To provide supply chain management solutions, transportation and coordination/management of aspects related to customs clearance procedures;
- To monitor supplies of materials and products to ensure Mission members have access to required items;
- To assist in the development and maintenance of the assets inventory;
- To maintain records of the quantity, type, and value of assets and supplies;
- To prepare reports, such as inventory balance, price lists, and shortages;
- To prepare a list of depleted items and recommends survey of defective or unusable items;
- To forecast future stock needs;
- To assist in prioritizing and coordinating the logistical activities in the area of competence;
- To collect, file and forward, draft technical reports and implement operating instructions, guidelines and procedures;
- To provide logistical support regarding computers, vehicles, furniture, telecommunications etc.;
- To barcode equipment and maintain barcode databases;
- To prepare and process finance and procurement documents for invoice handling, budget management, and procurement;
- To assist drafting technical specifications/terms of references, market surveys, and other tender related documents;
- To assist in coordinating vehicle maintenance and fleet management;
- To plan vehicle maintenance activities and produce reports to document all servicing and repairs.

#### 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 a minimum level of secondary education attested by a diploma giving access to post-secondary education and/or professional technical/mechanical trade and/or technical engineering such as a qualified technical trade and attested by a diploma; AND

- A minimum of 3 years of professional experience, after having fulfilled the education requirements.

**5. Essential Knowledge, Skills and Abilities:**

- Ability to keep accurate and up-to-date records;
- Driving Licence category C1.

**6. Desirable Qualifications and Experience:**

- Administrative experience;
- Training in logistics, asset management and transport management or any other related courses;
- Knowledge of current technologies used for Logistics, Supply Chain Management, Asset Management, Inventories, Enterprise Resource Planning (ERP) System etc.;
- International experience, particularly in crisis areas, with multinational and international organisations;

**7. Desirable Knowledge, Skills and Abilities:**

- Logical analytical approach to solving problems using sound judgment and decision making methodologies;
- Knowledge of the administrative and financial procedures related to logistics activities;
- Good command of spoken and written English including vehicle and logistics related vocabulary;
- Good report writing skills.

<b>Position Name:</b> Project Manager	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9151	<b>Location:</b> Mogadishu	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Chief of Staff Department/ Planning, Reporting and Evaluation Division/ Project Cell	<b>Security Clearance Level:</b> Not Required	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line

The Project Manager reports to the Head of Project Cell.

### 2. Main Tasks and Responsibilities:

- To assist in project planning, development, coordination and implementation of Mission projects in support of mandate implementation, particularly related to Federal Darwish training, equipping and where applicable support for deployment
- To actively support the onsite delivery in the training camp of the Federal Darwish project in all its components, especially those related to training for vehicles operation/maintenance/basic repairs and fleet management, by liaising and integrating with teams from the different units of the mission and expediting project related administrative and logistical elements;
- To act as contact point and responsible for implementation of contracts of supplies and services, especially those related to vehicles and mobility for the Federal Darwish training project;
- To ensure stakeholder management, accurate communication and efficient facilitation during onsite activities of the Federal Darwish training project;
- To perform contractual related fleet management activities linked to the deployment activities for Federal Darwish project;
- To advise Missions operational components and heads of units in the preparation of project proposals, budgets, notes of understanding and project agreements etc.;
- To act as the interface between project leaders and various elements of Mission Support;
- To maintain records of the Mission project history and ongoing activities;
- To conduct post project reporting and evaluation;
- To receive, review, analyse, assign, process and track certified requisitions submitted for procurement, especially those related to vehicles/mobility for Federal Darwish training project;
- To liaise with Mission international partners in close coordination with the Mission Coordination and Cooperation capability;
- To ensure that all contract related expenditures are documented in compliance with the Regulation on the financial rules applicable to the general budget of the Union (Financial Regulation);
- To support the delivery, reception, acceptance, stock and inventory of all goods for the Project Cell, including the preparation of all relative documents and certificates, especially those related to vehicles, spare parts and mobility related support services;
- To support the monitoring of the projects goods warranties and works liabilities;
- To provide support for the transfer of equipment and vehicles from suppliers to the mission, as well as for the preparation of the handover of the equipment and vehicles to beneficiaries and to organise the physical delivery as required;
- To support, within projects, organising the the expertise transfer activities in the area of vehicles operation/maintenance/repair and fleet management for Somali counterparts;
- To support the preparation of market researches and terms of reference for equipment, vehicles, spare parts and mobility related services and the preparation of the procurement dossier.

- To support project analysis, project knowledge management activities and development/enhancement of the project information systems;
- To ensure that Project Cell's paper and electronic archive, as well as dedicated databases, are properly managed and updated.

### **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:**

- Teamwork skills;
- Time management skills;
- Problem solving skills;
- Project management skills.

### **6. Desirable Qualifications and Experience:**

- Project management training (APM, PPM, PRINCE2 or equivalent)
- Training in the areas of mechanics or fleet management,;
- Experience related to projects or logistics in police or military organizations;
- Experience related to planning and implementation of training activities related to operation/maintenance/repair of police or military service vehicles;
- International experience, particularly in crisis areas with multinational and international organisations.

### **7. Desirable Knowledge, Skills and Abilities:**

- Familiar with EU Financial Regulations.
- Knowledge of using electronic Fleet Management and fleet tracking software;
- Experience in the management of repair and maintenance of motor vehicles, heavy/specialised transport equipment;
- Knowledge of the administrative and financial procedures used in organizations related to fleet maintenance;
- Driving licence type C1.

<b>Position Name:</b> Senior Operations Coordinator	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9113	<b>Locations:</b> Mogadishu	<b>Availability:</b> 01/09/2025
<b>Department/Division/Section:</b> Operations Department/ Operations Coordination Team	<b>Security Clearance Level:</b> Not Required	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Senior Operations Coordinator reports to the Deputy Head of Operations (D/HoOps).

### 2. Main Tasks and Responsibilities:

- To support the HoOps in the coordination of operational activities in the area of responsibility;
- To be a source of advice and support the HoOps in the coordination of operational and oversight activities;
- To establish efficient working relationships at strategic level with all the key stakeholders involved in operational activities of the mission, including EU Delegation to Somalia, UNSOM, UNDP, UNODC and AMISOM;
- To support the HoOps oversight activities in the area of responsibility;
- To identify and coordinate activities that are common to several Field Offices;
- To be responsible for the tracking, coordination and advise to Operations and Field Offices on key matters relevant to operational activities in the respective Field Offices;
- To identify and coordinate, in conjunction with other Operations Coordination Team members and with Field Offices Advisors, activities that links HQ intent and guidance with the Field Offices;
- To act as an important source of monitoring capacity to the HoOps in regards of the Mission Implementation Plan;
- To develop situational analysis, develop activities, planning and timely report developed actions.
- To ensure data collection related to Mission's operational activities;
- To contribute to the Mission's internal and external reporting against benchmarking, also assessing the consistency and sustainability of Mission's activities over time, and to provide recommendations for the improvement of Mission's performance.

### 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 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 6 years of relevant professional experience, after having fulfilled the education requirements.

### 5. Essential Knowledge, Skills and Abilities:

- Ability to coordinate and add value to the mission implementation;



- Ability to provide analyses, planning and reporting as well as a sound understanding of strategic and operational considerations;
- Ability to liaise with other stakeholders, both national and international, thus having good interpersonal skills, good communications skills, tact and integrity;
- Good understanding of policies and organisational aspects relevant to the mission mandate;
- Good knowledge of Human Rights and Gender practices.

**6. Desirable Qualifications and Experience:**

- Previous experience with coordination and facilitation of complicated processes inside larger organisations, preferable in a crises area;
- Experience in project management;
- Strategic thinking;
- Experience in knowledge management.

**7. Desirable Knowledge, Skills and Abilities:**

- Proven organisational and, planning skills.

<b>Position Name:</b> Senior Operations Coordinator/ Legal Reform Adviser	<b>Employment Regime:</b> Seconded	
<b>Ref. number:</b> SOM-9115	<b>Location:</b> Mogadishu	<b>Availability:</b> 01/07/2025
<b>Department/Division/Section:</b> Operations Department/ Rule of Law Unit	<b>Security Clearance Level:</b> Not Required	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Senior Operations Coordinator/Legal Reform Adviser reports to the Deputy Head of Operations.

### 2. Main Tasks and Responsibilities:

- To coordinate work in Rule of Law Unit, including all Rule of Law activities within the mission and all activities conducted by Legal Reform Advisors and Legal Officers to ensure a mission-wide, systematic, coordinated and strategic approach when delivering on the Rule of Law related tasks;
- To coordinate and cooperate closely with the other Senior Advisors in the Operations Coordination Team;
- To advise the Head of Operations regarding the mission activities in the area of Rule of law and regarding identified host state needs in the field of Rule of Law and recommended support by the Mission;
- To coordinate at Federal and Regional level the work on local legislative/normative/regulatory frameworks and ensure a consistent approach, including in respect of legal policy, legislative drafting needs, legislative and legal policy capacity building and legislative priorities;
- To provide advice to Heads of Field Offices on Rule of Law Advisory technical quality control in order to promote functional coherence among all Field Offices;
- To give - on substance related matters - strategic guidance and direction on legal reform topics and on Rule of Law Advisory in order to promote functional coherence among all Legal Reform Advisors and Legal Officers in the Field Offices;
- In coordination with the Mission's Coordination and Cooperation capability, to closely coordinate with other EU/international actors involved in this field;
- To coordinate the work of the advisors in the area of criminal justice chain and police-prosecutor co-operation, in particular in regards to (maritime) criminal investigations and prosecution between law enforcement agencies, prosecutors and courts;
- To coordinate the work of the advisors in the area of sustainable training and organisational systems for judges, prosecutors and other justice system officials and personnel of civilian maritime law enforcement agencies;
- To coordinate the work of the advisors in the area of sustainable legal training for law enforcement, judicial and other authorities, including the development and organisation of integrated courses to improve the coordination and cooperation between the (maritime) law enforcement agencies, prosecution and courts;
- To coordinate the work of the advisors in identifying and reporting on lessons and best practices within the field of criminal justice, with particular reference to maritime related crime;
- To coordinate and provide the input to the development and regular updating of the Mission Implementation Plan by supporting the identification of Mission's operational requirements;
- To support host state authorities as directed by the Head of Operations;
- To support Operations Departments' contribution to the Mission's internal and external reporting against benchmarking, also assessing the consistency and sustainability of Mission's training activities across time, and to provide recommendations for the improvement of Mission's performance;

- To contribute to Mission induction training of Mission personnel regarding Rule of Law activities as required;
- To identify and report on lessons and best practices within the field of responsibility;
- To coordinate the work of the advisors in the area of legal research;
- To support activity across all lines of operations;
- To participate as required in duty trips in the area of operations of the Mission, including other high-risk areas.

### **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. Qualifications and Experience:**

- Successful completion of university studies of at least 4 years attested by a diploma in law OR a qualification in the National Qualifications Framework in law 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 in law, e.g. Master's Degree; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

### **5. Essential Knowledge, Skills and Abilities:**

- Knowledge of legal reform processes in fragile environments, including the development of legal policy and legislation;
- Critical thinking and active listening;
- Comprehensive reading and analytical skills;
- Complex problem-solving skills;
- Legal drafting skills;
- Teaching and advisory skills.

### **6. Desirable Qualifications and Experience:**

- Experience in and sound practical understanding of legal reform processes in fragile environments, including the development of legal policy and legislation;
- Experience in criminal justice reform either domestically or internationally;
- Experience in mentoring or conducting legal training;
- International experience, particularly in crisis areas with multinational and/or international organizations;
- Experience in the field of legislative/normative/regulatory reforms in a post-conflict situation;
- Experience as a practising lawyer, preferably in the field of criminal justice.

### **7. Desirable Knowledge, Skills and Abilities:**

- Political acumen;
- Knowledge of maritime law, fishery law, ISPS code, shipping law trafficking/human smuggling and environmental law of the sea;
- Knowledge of constitutional law;
- Knowledge about Sharia Law, Xeer/Heer and alternative dispute resolution systems.

<b>Position Name:</b> Maritime Adviser	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9123 SOM-9124	<b>Location:</b> Mogadishu	<b>Availability:</b> ASAP
<b>Department/Division/Section:</b> Operations Department/ Field Office Mogadishu/ Maritime Security Unit	<b>Level of Security Clearance:</b> Not Required	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Maritime Adviser reports to the Head of Field Office Mogadishu.

### 2. Main Tasks and Responsibilities:

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterparts on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities as per planning documents;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other Mission horizontal advisers;
- To design and deliver training;
- To work in close cooperation with the other Field Office Mogadishu Teams and Units (Coast Guard Functions and Port Security Advisory, Police Advisory and Rule of Law Advisory);
- To assess the status of the institutional development of maritime civilian law enforcement agencies and give expert recommendations;
- To support the Mission's efforts in addressing areas of structural weakness in the performance and accountability of respective counterparts / institutions and to propose solutions to strengthen them;
- To build strong working relationships with relevant actors in Somalia and other key stakeholders (including international stakeholders, other EU instruments, UN organisations, countries involved in bilateral activities);
- To advise counterparts on the development of governance of maritime civilian law enforcement agencies and develop and organise training, including in the field of human resources, recruitment, management, accountability, oversight and gender representation.
- To collect and collate statistics about the workload/performance of local counterparts.

### 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 5 years of relevant professional experience, after having fulfilled the education requirements.

**5. Essential Knowledge, Skills and Abilities:**

- Ability to mentor, advise and motivate local counterparts;
- Sound knowledge of EU Maritime Strategy and related policies;
- Good understanding of policies and organisational aspects of a maritime administration, implementing maritime security and Coast Guard functions;
- Previous experience in the delivery of education and training connected to the coast guard functions;
- Good knowledge of Human Rights and Gender practices.

**6. Desirable Qualifications and Experience:**

- International experience, particularly in crisis areas with multinational and/or international organisations;
- CSDP experience in the areas of Monitoring, Mentoring and Advising;
- Experience in project management;
- Experience in providing training in boat handling, navigation and maritime communications (GMDSS, OSC).

**7. Desirable Knowledge, Skills and Abilities:**

- Ability to advise effectively senior decision makers;
- Organisational, planning and project development skills;
- Professional certification in Mentoring, Monitoring & Advising;
- Professional Training Qualification/Certification;
- Knowledge of Maritime operation/Fisheries Monitoring/Maritime Rescue and Coordination centre functions.

<b>Position Name:</b> Senior Police Adviser/ Head of Unit	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9127	<b>Location:</b> Mogadishu	<b>Availability:</b> 01/10/2025
<b>Component/Department/Unit:</b> Operations Department	<b>Security Clearance Level:</b> Not Required	<b>Open to Contributing Third States:</b> No

**1. Reporting Line:**

The Senior Police Adviser/Head of Unit reports to the Head of Field Office Mogadishu.

**2. Main Tasks and Responsibilities:**

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP);
- To lead, manage and coordinate the work and staff of the Unit to ensure it delivers on Mission mandate within its field of responsibility and tasks as set out in the planning documents, the MIP and instructions issued by the Head of Mission;
- To ensure timely reporting on activities within the field of responsibility as per planning documents, in particular progress and/or lack of progress, including the updating of the MIP benchmarking in the relevant Line of Operations;
- To ensure, at operational level, coordination with other relevant operational units within the Mission;
- To coordinate with other Mission Components and horizontal Advisers;
- To maintain necessary contacts and build relationships with relevant local counterparts and international actors in the field of responsibility;
- To act as the representative of the Unit with external interlocutors;
- To ensure compliance with instruction/direction from Mission management and to issue clear instruction to the Unit;
- To identify, manage and report the risks arising from specific processes/systems/projects implemented;
- To implement gender-responsive leadership and ensure gender and human rights mainstreaming internally and externally in mandate implementation;
- To uphold a strict zero tolerance policy to misconduct, including all forms of harassment, sexual harassment, discrimination and abuse, and proactively ensure an equal and inclusive work environment for all staff;
- To raise awareness of staff on their rights, obligations and appropriate standards of behaviour, including existing formal and informal complaint and support mechanisms;
- To direct, design and deliver training programmes and projects, as appropriate;
- To provide strategic guidance and advice to the Ministry of Internal Security and Somali Police Force (SPF) and Federal Member States on the development and implementation of broader policing strategies, policies and procedures related to police training, community policing, criminal investigations, intelligence, and police administrative functions, in particular for the Maritime Police Unit and the policing aspects of the Transition Plan for the transfer of security responsibilities from the international community to Somali security forces;
- To advise the Ministry of Internal Security and/or Somali Police Force on the development of civilian maritime law enforcement capacities in line with the Somali National Security Policy (NSP) and other relevant strategies;
- To advise the Federal Ministry of Internal Security, Ministry of Justice and Attorney General on the development and implementation of the relevant aspects of maritime security as defined in the National Security Policy, as appropriate;
- To cooperate closely with EUNAVFOR and EUTM Somalia in developing synergies to improve security management in Somalia;
- To establish efficient working relationships at the strategic level with all the key stakeholders involved in the development of the Somali policing capacity, including EU

Delegation to Somalia, UNSOM, UNDP, UNODC and AMISOM complementing their activities on broader police development;

- To represent the Mission at Transition Plan related working groups and meetings as required.

**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 4 years attested by a diploma OR a qualification in the National Qualification 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 6 years of relevant professional experience, out of which a minimum of 2 years at coordination/management level, after having fulfilled the education requirements.

**5. Essential Knowledge, Skills and Abilities:**

- Ability to exercise collaborative, sound and effective leadership;
- Ability to manage, mentor and motivate a professionally diversified and multicultural team;
- Ability to establish, plan, and review priorities;
- Ability to communicate and engage with senior officials and governmental decision makers;
- Knowledge of Security Sector/Rule of Law Reform in a national or host state context.

**6. Desirable Qualifications and Experience:**

- Experience in leading and coordinating international efforts to support host state reforms in the area of Security Sector/Rule of Law;
- Experience of working on maritime security;
- Experience in strategic analyses, planning and reporting as well as a sound understanding of strategic and operational considerations.
- International experience, particularly in crisis areas with multinational and international organisations.

**7. Desirable Knowledge, Skills and Abilities:**

- Knowledge of security policy, law enforcement strategies, reform of police service organisations and police administrative functions.

<b>Position Name:</b> Police Trainer	<b>Employment Regime:</b> Seconded	
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<b>Ref. Number:</b> SOM-9148 SOM-9165	<b>Location:</b> Mogadishu Mogadishu	<b>Availability:</b> 30/09/2025 ASAP
<b>Component/Department/Unit:</b> Field Office Mogadishu/Police Unit	<b>Security Clearance Level:</b> Not Required	<b>Open to Contributing Third States:</b> Yes

### 1. Reporting Line:

The Police Trainer reports to the Head of Police Unit.

### 2. Main Tasks and Responsibilities:

- To plan, conduct and organise police training on tactics, techniques and procedures for law enforcement agencies areas of interventions (e.g. close protection, protection of sensitive locations, detaining, patrols, checkpoints, weapons handling, criminal investigation), in particular for robust type of police Units;
- To conduct Mission direct police training activities according to the Mission Implementation Plan (MIP), related to the training plan and with agreed external training curricula;
  - To cooperate with other international and local trainers;
  - To support Somali Police Force in developing training strategies, policies, plans, curricula, training institutions;
  - To ensure data collection related to Mission's trainings;
- To train the members of Somalia Internal Security Forces (e.g. Federal Darwish, Somali Police Force) on principles of train the trainers, using lessons learned and actual cases;
- To provide input to the development and regular updating of the Mission Implementation Plan;
- To contribute to the Mission's internal and external reporting against benchmarking, assess the consistency and sustainability of the Mission's training activities and provide recommendations for improvement;
- To identify, manage and report the risks arising from the implementation of training specific processes, systems and projects;
- To advise Mission Management on training matters in accordance with Civilian Planning and Conduct Capability (CPCC) guidelines and Mission priorities.

### 3. General Tasks and Responsibilities:

- To identify and report on lessons identified and learned including 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 a minimum level of secondary education attested by a diploma giving access to post-secondary education OR equivalent and attested police and/or military education or training or an award of an equivalent rank; AND
- A minimum of 6 years of relevant professional experience, after having fulfilled the education requirements.

### 5. Essential Knowledge, Skills and Abilities:

- Presentation skills and experience drafting materials used for training;
- Professional experience in managing, coordinating and delivering training in close protection, police interventions, protection of sensitive locations, detaining, patrols, checkpoints, weapons handling, criminal investigation, minimum of 3 years, including experience in national/international training units/programmes for law enforcement, and also EU mentoring, monitoring, advising and training methodologies;
- Ability to work in a team of trainers (international and local) in high risk locations;



- Knowledge of Professional Intervention related matters.

**6. Desirable Qualifications and Experience:**

- Professional training qualification/certification from recognised institution;
- Experience in the design and implementation of training materials, including the development of manuals, tools, and conducting interactive capacity building activities;
- Professional law enforcement experience working in security matters and its interoperability with Defence Units;
- Experience in gender and human rights mainstreaming in training content planning and project implementation;
- Experience in designing and delivering training to trainers;
- International experience, particularly in crisis areas with multinational and international organisations.

**7. Desirable Knowledge, Skills and Abilities:**

- Organisational, analytical and administrative skills;
- Ability to plan, multitask and manage time effectively.

<b>Position Name:</b> Head of Field Office Somaliland	<b>Employment Regime:</b> Seconded	
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<b>Ref. Number:</b> SOM-9138	<b>Location:</b> Somaliland	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Operations Department/ Field Office Somaliland	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Head of Field Office reports to the Deputy Head of Operations.

### 2. Main Tasks and Responsibilities:

- To lead, manage and coordinate the work and staff of Field Office in accordance with the Mission Implementation Plan and relevant planning documents;
- To coordinate and contribute to the development and updating of the Mission Implementation Plan by identifying the Field Office operational requirements;
- To ensure Field Office Mission members are periodically updated about and contribute to the Mission mandate implementation progress;
- To coordinate the Field Office contribution to the Mission internal and external reporting;
- To assess the consistency and sustainability of Mission operational activities in accordance with the Mission Operation Plan and provide recommendations for the improvement of Mission performance;
- To ensure close coordination with other Mission operational, horizontal advising and support functions;
- To coordinate the Mission Support related aspects of the Field Office, under the guidance of the Head of Mission Support Department;
- To lead, coordinate and contribute to the Field Office work with local authorities, and local EU/international actors;
- To identify confidence building measures particularly in the Field Office area of responsibility in consultation with the Head of Operations;
- To ensure that Field Office staff perform their work in a secure and safe environment in coordination with the Security and Duty of Care;
- To ensure Standard Operating Procedures are implemented with the Field Office;
- To implement gender-responsive leadership and ensure gender and human rights mainstreaming internally and externally in mandate implementation;
- To uphold a strict zero tolerance policy to misconduct, including all forms of harassment, sexual harassment, discrimination and abuse, and proactively ensure an equal and inclusive work environment for all staff;
- To raise awareness of staff on their rights, obligations and appropriate standards of behaviour, including existing formal and informal complaint and support mechanisms;
- To liaise and coordinate the Mission's mandate implementation and activities with senior representatives of relevant line-ministries and government institutions, as appropriate;
- To contribute to Mission internal planning and developing the different activities and projects connected to maritime security in Mogadishu;
- To lead the Mission's team of operational advisers with regard to the implementation of the mandate to enhance law enforcement in Somalia and that the necessary policy, legislative and institutional frameworks are in place;
- To coordinate/cooperate and/or supervise the coordination/cooperation of the Field Office's support staff members as appropriate with the Mission Security and Duty of Care Department, and Chief of Staff's office, in particular the Project Cell, General Support and Services Section, Communication and Information Systems Section and the Finance Section and also with the Field Office Facility Manager.

### 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 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 management level.

**5. Essential Knowledge, Skills and Abilities:**

- Ability to exercise collaborative, sound and effective leadership;
- Ability to manage, mentor and motivate a professionally diversified and multicultural team;
- Ability to establish, plan, and review priorities;
- Ability to communicate and engage with senior officials and governmental decision makers.

**6. Desirable Qualifications and Experience:**

- Master's Degree in management, business administration or other relevant discipline;
- International experience, particularly in crisis areas with multinational and international organisations;
- Experience in strategic analysis, planning and reporting as well as a sound understanding of strategic and operational considerations;
- Management experience from Maritime civil law enforcement agencies;
- Working experience within the law enforcement area.

**7. Desirable Knowledge, Skills and Abilities:**

- Negotiating skills with local interlocutors;
- Strategic and creative thinking;
- Ability to multi-task with a time management efficiency;
- Proven organisational and planning skills;
- Knowledge of CFSP and CSDP-related issues and functioning of the Union.

<b>Position Name:</b> Senior Maritime Adviser	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9141	<b>Locations:</b> Somaliland	<b>Availability:</b> ASAP

<b>Department/Division/Section:</b> Operations Department/ Field Office Somaliland/ Maritime Security Unit	<b>Security Clearance Level:</b> Not Required	<b>Open to Contributing Third States:</b> Yes
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#### **1. Reporting Line:**

The Senior Maritime Adviser reports to the Head of Field Office Somaliland.

#### **2. Main Tasks and Responsibilities:**

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan by advising and mentoring local counterpart on the strategic and operational level;
- To support the Mission to address areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To maintain necessary contacts and build relationships with relevant local counterparts;
- To liaise closely with other horizontal advisers;
- To provide advice, guidance, mentoring and training on topics related to the coast guard functions and maritime skills (navigation, seamanship, engineering, communications, etc.);
- To establish efficient working relationships at strategic level with all the key stakeholders involved in the Puntland coast guard function capacity development, including UNSOM and UNODC and complementing their activities on Coast Guard Function development
- To develop training curricula in cooperation with the other Mission experts;
- To provide operational guidance and advice to develop civilian (maritime) law enforcement operational capabilities in line with the Somali strategies;
- To assess the operational capacity skills and needs of the Somali civilian law enforcement/security agencies and advise on improvements;
- To establish and maintain cooperation with the authorities of the maritime law enforcement services on the development of training programmes on maritime security matters including Coast Guard functions;
- To conduct, upon request, reviews of the structures on authorities involved in carrying out the Coast Guard functions;
- To support the selection of future trainees, among the maritime law enforcement services, for advanced training courses;
- To ensure data collection related to Mission's training;
- To contribute to the Unit's contribution to the Mission's internal and external reporting against benchmarking, also assessing the consistency and sustainability of Mission's training activities over time, and to provide recommendations for the improvement of Mission's performance.

#### **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 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 6 years of relevant professional experience, after having fulfilled the education requirements.

**5. Essential Knowledge, Skills and Abilities:**

- Ability to mentor, advise and motivate local counterparts;
- Experience of designing and delivering training;
- Sound knowledge of EU Maritime Strategy and related policies;
- Good understanding of policies and organisational aspects of a maritime administration, implementing maritime security and Coast Guard functions;
- Sound knowledge of maritime law;
- Good knowledge of Human Rights and Gender practices.

**6. Desirable Qualifications and Experience:**

- International experience, particularly in crisis areas with multinational and international organisations;
- CSDP experience in the areas of Monitoring, Mentoring and Advising;
- Previous experience in the delivery of training connected to the coast guard functions;
- Experience in project management;
- Experience of small boat driving and maintenance.

**7. Desirable Knowledge, Skills and Abilities:**

- Ability to mentor and motivate local counterparts;
- Professional certification in Mentoring, Monitoring & Advising;
- Professional Training Qualification/Certification.

<b>Position Name:</b> Maritime Adviser	<b>Employment Regime:</b> Seconded	
<b>Ref. Number:</b> SOM-9160 SOM-9161	<b>Location:</b> Puntland	<b>Availability:</b> ASAP

<b>Component/Department/Unit:</b> Operations Department/ Field Office Puntland / Maritime Security Unit	<b>Security Clearance Level:</b> Not Required	<b>Open to Contributing Third States:</b> Yes
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#### **1. Reporting Line:**

The Maritime Adviser reports to the Head of Field Office Puntland.

#### **2. Main Tasks and Responsibilities:**

- To operationalise the Mission mandate and tasks as set out in the planning documents and the Mission Implementation Plan (MIP) by advising and mentoring local counterparts;
- To support the Mission`s efforts in addressing areas of structural weaknesses in the performance and accountability of counterparts/institutions and propose relevant solutions;
- To provide analysis and recommendations to the local counterpart in the area of responsibility;
- To be embedded within the local institution, security permitting;
- To ensure timely reporting on activities as per planning documents;
- To maintain necessary contacts and build relationships with relevant local and international counterparts and stakeholders;
- To liaise closely with other Mission horizontal advisers and provide policing advice to the Senior Mission Management and, as required, to other EU bodies, in particular in relation to maritime related issues;
- To support the development of the local civilian maritime law enforcement agencies in the field of (community) policing in coastal communities and port policing through providing operational guidance, training and advice on the development and implementation of strategies, policies and procedures;
- To promote effective cooperation and information sharing between the civilian maritime law enforcement agencies and judiciary, to strengthen the first level of the judicial chain;
- To contribute to developing curricula and training concepts for coast guard functions courses.
- To contribute to elaborating Standard Operational Procedures (SOPs) concerning the Coast Guard Functions and performance of law enforcement at sea.
- To design and deliver training in basic maritime civil law enforcement.
- To design and deliver practical training on maintaining, operating, and handling vessels, seamanship, navigation and international law at sea and ports (IMO, ISPS).

#### **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 5 years of relevant professional experience, after having fulfilled the education requirements.

#### **5. Essential Knowledge, Skills and Abilities:**

- Ability to mentor, advise and motivate local counterparts;
- Experience of designing and delivering training connected to the coast guard functions;
- Knowledge of EU Maritime Strategy and related policies and maritime law;
- Understanding of policies and organisational aspects of Coast Guard functions, maritime administration and maritime security.

**6. Desirable Qualifications and Experience:**

- International experience, particularly in crisis areas with multinational and international organisations.

**7. Desirable Knowledge, Skills and Abilities:**

- Experience in working in the field of maritime safety and/or security;
- Ability to provide analysis, planning and reporting as well as a sound understanding of strategic and operational considerations on law enforcement/maritime security matters.

**SECONDED/CONTRACTED POSITIONS**

<b>Position Name:</b> Procurement Officer	<b>Employment Regime:</b> Seconded/Contracted	<b>Post Category for Contracted:</b>
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		Mission Support - Management Level
<b>Ref. Number:</b> SOM-9046	<b>Location:</b> Mogadishu	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Chief of Staff Department/ Mission Support Department/ Procurement Section	<b>Security Clearance Level:</b> Not Required	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Procurement Officer reports to the Head of Procurement Section.

### 2. Main Tasks and Responsibilities:

- To conduct contracting and procurement processes for the Mission in line with established, professional and transparent procurement policies, rules and procedures;
- To assist and advise the Head of Procurement on legal issues related to the procurement cycle (from strategic planning to contract);
- To assist other units with contracting and procurement matters and procedures;
- To develop professional relationships and work partnerships with the European Commission and the European Union External Action Services involved in procurement processes;
- To develop professional relationships and work partnerships with procurement colleagues in other civilian CSDP Missions to exchange best practices.

### 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:

- Analytical skills and financial acumen;
- Ability to establish, plan and review priorities;
- Experience in using legally established professional and transparent procurement policies, rules and procedures.

### 6. Desirable Qualifications and Experience:

- Degree or certificate in management/business or public administration/law/procurement/supply chain or other related field;
- Experience in planning and implementing projects and programmes;
- Experience in management of public procurement processes, preferably including EU procedures;
- International experience, particularly in crisis areas with multinational and international organisations.



**7. Desirable Knowledge, Skills and Abilities:**

- Knowledge of the EU Financial Regulation and the Practical Guide on contract procedures for European Union external action (PRAG);
- Knowledge of current technologies used for Procurement such as Enterprise Resource Planning (ERP) System and electronic document management systems.

<b>Position Name:</b> Communication and Information Systems (CIS) Officer	<b>Employment Regime:</b> Seconded/Contracted	<b>Post Category for Contracted:</b> Mission Support - Management Level
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<b>Ref. Number:</b> SOM-9059	<b>Location:</b> Mogadishu	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Chief of Staff Department/ Mission Support Department/ CIS Section	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Communication and Information Systems (CIS) Officer reports to Head of CIS.

### 2. Main Tasks and Responsibilities:

- To provide Communication and Information Systems first-level support, initial troubleshooting for all directly reported issues and tickets assigned by the Help Desk and quickly restore the affected services;
- To act as the custodian of all Communication and Information Systems assets, including hardware, software, radio, satellite communication equipment and video teleconferencing;
- To conduct the maintenance processes of CIS standard hardware, software, systems, and peripherals;
- To deliver training to Mission members on new technologies and procedures;
- To provide support for Mission telephony systems including IP telephony, videoconferencing, and GSM equipment;
- To monitor activities, analyse and report on issues pertaining to the area of responsibility;
- To maintain accurate and up-to-date inventory of all Communication and Information System assets and network services, their functionality, distribution and location;
- To submit consolidated reports on the technical condition of Communication and Information Systems assets;
- To monitor and improve the security posture of Communication and Information System assets and security control functions (i.e. antivirus/antimalware);
- To deploy Windows Operating System and device management tools and verify the successful update of device configuration according to IT policies;
- To troubleshoot issues affecting Windows Operating System, printer and network connectivity, software functionality, radio network,
- To ensure IT and communication assets are used in accordance with best practices and procedures;
- To perform annual general maintenance of all hardware, software and communication equipment and ensure functionality within accepted technical parameters;
- To maintain contact with Security and Duty of Care Department for technical and security instructions and implementation;
- To operate and maintain encryption devices/systems and prepare procedures and user manuals for approved users of crypto systems;
- To oversee the implementation of all Communication and Information Systems Standard Operating Procedures (SOPs);
- To prepare IT systems user guides and manuals for end users (e.g. printers, laptops, desktops, tablets, projectors, etc.) and communication assets (VTC, smartphones, satellite phones, radios);
- To install, maintain, repair and monitor LAN and WAN infrastructure including routers, switches, VPN, firewalls and wireless infrastructure;
- To be responsible for network design, improvement and rationalisation;
- To manage Active directory using Azure administrator;
- To administer Microsoft 365;
- To be responsible for PC and server hardware software and O/S support;
- To perform problem management and incident management analysis and develop general solutions to enhance the quality and reliability of CIS services;

- To implement approved CIS change management requests through standardised release management procedures;
- To deploy, install, maintain and support of all data centre equipment, servers, software and services in the Mission;
- To plan, implement and maintain data recovery tools, business continuity measures and disaster recovery measures, ensuring a high availability of mission-critical data centre services throughout the Mission;
- To implement, maintain and enhance Firewall and IDS/IPS;
- To maintain and implement Linux server;
- To administer and maintain latest versions of VMware ESXi/vSphere;
- To migrate, maintain and implement latest versions of Windows Server.

### **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 (the qualification should be in any of the fields of Information Technology, Computer Science, Telecommunications, IT Engineering or other related fields) OR equivalent and attested police and/or military education or training or an award of an equivalent rank; AND
- A minimum 4 years of relevant professional experience, after having fulfilled the education requirements.

### **5. Essential Knowledge, Skills and Abilities:**

- Knowledge of computer systems and wired/wireless network technologies e.g. LANs, MANs, WANs;
- Networking knowledge and understanding of networking concepts;
- Knowledge of building and supporting of firewalls, routers and switches;
- Knowledge of Cisco network infrastructure;
- Knowledge of administering Microsoft 365, Intune and Azure Active directory;
- PC troubleshooting skills and knowledge of basic PC architecture
- Knowledge of TCP/IP, UDP, DNS, DHCP, VPN, SSH, VLAN and other common core network technologies and services;
- Technical skills and hands-on experience in troubleshooting hardware, software and network connectivity issues;
- Understanding of Windows Active Directory domain services;
- Strong analytical and problem solving skills;
- Drafting and writing skills.

### **6. Desirable Qualifications and Experience:**

- Experience with the ITIL (Information Technology Information Library) best practices;
- International experience, particularly in crisis areas, with multinational and international organisations
- Completed CCNA or comparable qualifications and 3+ years` experience in an IT/Server support role;

- Certifications in Microsoft Windows Server technologies (MTA, MCSA, MOSE), with Azure (AZ-900 or higher).

**7. Desirable Knowledge, Skills and Abilities:**

- Ability to converse in business terms about organisational technology needs and solutions and in technical terms with IT and communications specialists;
- Knowledge in administration and maintenance of radio and satellite communication systems;
- Knowledge in implementation and administration of any electronic Document Management System;
- Knowledge of hardware performance and specifications;
- Knowledge of IDS/IPS;
- Knowledge of Project Management in regards to hardware/, and software implementation projects;
- Basic understanding of topographic maps, colours, symbols and scales and handheld GPS.

<b>Position Name:</b> Communication and Information Systems (CIS) Assistant	<b>Employment Regime:</b> Seconded/Contracted	<b>Post Category for Contracted:</b> Mission Support - Assistant Level
<b>Ref. Number:</b> SOM-9063	<b>Location:</b> Mogadishu	<b>Availability:</b> ASAP
<b>Department/Division/Section:</b> Chief of Staff Department/ Mission Support Department/CIS Section	<b>Security Clearance Level:</b> EU Confidential	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Communication and Information Systems Assistant reports to the Head of Communication and Information Systems (CIS).

### 2. Main Tasks and Responsibilities:

- To provide service and technical reporting to the Head of CIS;
- To assist in performing problem management and incident management analysis, and develop general solutions to enhance the quality and reliability of CIS services;
- To liaise with relevant CIS sections on the implementation of approved CIS change management requests through standardised release management procedures;
- To assist in designing the deployment, development, testing, and maintenance processes of CIS standard hardware, software, systems, and peripherals;
- To assist in designing and deploying departmental training activities including user training programs in support of new technologies and procedures;
- To assist in the design and implementation, management, and maintenance of CIS telecommunication systems in all office locations;
- To provide technical support for IT-network and information systems, including microwave and Wi-Fi links, Local Area Network, and Windows-based client applications and server systems;
- To provide support for Mission telephony systems including IP telephony, videoconferencing, and GSM equipment;
- To deploy, install, maintain, and support all data centre as well as end-user equipment, servers, personal computers, software, and services in the Mission;
- To assist in planning, implementing, and maintaining data recovery tools, business continuity measures, and disaster recovery measures, ensuring high availability of Mission-critical data centre services throughout the Mission.

### 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 a minimum level of secondary education attested by a diploma giving access to post-secondary education and a professional training or certification in a CIS related field; AND
- A minimum of 3 years of professional experience, after having fulfilled the education requirements.

### 5. Essential Knowledge, Skills, and Abilities:

- Knowledge of technologies with wired and wireless networks (e.g. LAN, WAN);

- Advanced knowledge in administration and support of personal computers with latest versions of Microsoft Windows OS, Microsoft Office , and other common client applications;
- Problem-solving skills and analytical ability to analyse complex technical customer problems, and manage the same on a day-to-day basis;
- Expert technical skills and hands-on experience in troubleshooting IT hardware and software issues.

#### **6. Desirable Qualifications and Experience:**

- Previous experience in an international environment, particularly in crisis areas with multi-national and international organizations;
- Knowledge of the functioning of the EU and in particular CSDP;
- Ability to establish and maintain effective working relations as a team member in a multi-cultural, multi-ethnic environment;
- Is used to work on a multitude of activities under stress, with attention to detail at the same time and with limited supervision;
- Excellent analytical, research, and problem-solving skills;
- Previous experience with radio communications systems, satellite communications and positioning/navigation technologies (e.g. Thuraya, Iridium, GPS), and related antennae systems;
- Previous experience with Document Management Systems such as SharePoint and/or M-Files.

#### **7. Desirable Knowledge, Skills, and Abilities:**

- Ability to converse in business terms about organisational technology needs and solutions, and in technical terms with IT and communications specialists;
- Knowledge of a recent programming or scripting language such as PHP, Python, Java or Javascript;
- Familiarity with tooling such as Git/JIRA/Jenkins;
- Knowledge of SQL database querying languages and tools;
- Knowledge of recent cloud/hosting solutions (AWS/Google Cloud/Azure);
- Practical knowledge of Windows Server 2019 - 2025;
- Practical knowledge of Microsoft Office365;
- Knowledge of recent Hypervisor technology;
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- Practical knowledge of “M-Files” Document Management System software.

<b>Position Name:</b> Mission Information Security Officer (MISO)	<b>Employment Regime:</b> Seconded/Contracted	<b>Post Category for Contracted:</b> Mission Support - Management Level
<b>Ref. Number:</b> SOM-9066	<b>Location:</b> Mogadishu	<b>Availability:</b> 01/01/2026
<b>Component/Department/Unit:</b> Mission Security and Duty of Care Department/ Security Division	<b>Security Clearance Level:</b> EU Secret	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Mission Information Security Officer reports to the Senior Mission Security Officer and is administratively managed by DSMSO

### 2. Main Tasks and Responsibilities:

- To liaise with the military counterpart branch of Missions' information communications, if applicable;
- To travel to all Mission areas including high risk areas as required;
- To assist the Security Division on security operational tasks if deemed necessary and tasked by the SMSO
- In collaboration with the Communications and Information Systems (CIS) Officer, the MISO operates in the following areas of activity:

#### Awareness Campaigns

- To develop and implement awareness campaigns and workshops related to information security systems (desk routine and passwords etc.), cyber security threats (phishing and hacking), personal operational security (use of social network and mobile phones) and classified information handling;

#### Classified Information Handling

- To develop Standard Operating Procedures (SOP) related to EU Policy and/or Council Security Regulations for EU staff;
- To audit permanently classified information systems;
- To track and maintain the Personal Security Clearance for EU Staff;
- To report security violations and compromised information matters;
- To develop and maintain any physical or technical structure for the protection of classified information.

#### Crypto Custodian

- To assume responsibilities as the Crypto Custodian for the Mission:
- To ensure registration, protection and transfer of accountable security items;
- To report to the EU Crypto Custodian (DGA5-SSICS) in case of security violation or security compromise;
- To develop and maintain a local framework for the use of crypto material, including audit and traceability;
- To liaise and maintain contact with EEAS for any topic in relation to crypto matters.

#### Information Security System (ISS)

- To develop the general framework for information security in cooperation with CIS including, organisational requirements, investigation capacities and incident reports;
- To participate in any study for implementation of new IT material, new interface (e.g. website);
- To insure the monitoring of IT security systems including firewall etc.;
- To be responsible for investigative matters in relation to security violations;
- To participate in general ISS framework development and maintenance.

#### Cyber Security

- To participate in the general cyber-security framework development and deployment specifically related to threat intelligence and threat assessment;
- To develop an incident reporting line;

- To participate in investigations;
- To contribute to a good e-reputation, in close cooperation with the Mission PPIO.

### **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 at the level in the National Qualifications Framework 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 key information security principles and best practices,
- Knowledge of security management systems and programs;
- Ability to develop awareness campaigns;
- Ability to advise on security and counter intelligence.

### **6. Desirable Qualifications and Experience:**

- Experience in developing information security programs;
- Certification such as Certified Information Systems Security Professional (CISSP), forensic or malware analysis certification;
- Experience with impact studies and implementing risk assessment recommendations;
- Experience coordinating security-engineering projects and implementing systems;
- Overseas deployments in hardship environment, operations, as counter intelligence adviser in official framework (national intelligence, NATO).

### **7. Desirable Knowledge, Skills and Abilities:**

- Knowledge of EU information security standards and formal accreditation processes;
- Knowledge of information technology and security issues;
- Ability to develop and audit security systems using traceability framework;
- Ability to develop and maintain a framework for collecting information on the Web.



<b>Position Name:</b> Mission Security Officer	<b>Employment Regime:</b> Seconded/Contracted	<b>Post Category for Contracted:</b> Mission Support - Management Level
<b>Ref. number:</b> SOM-9074	<b>Location:</b> Mogadishu	<b>Availability:</b> 25/01/2026
<b>Component/Department/Unit:</b> Mission Security and Duty of Care Department/ Security Division	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Mission Security Officer reports to the Deputy Senior Mission Security Officer/Head of Division.

### 2. Main Tasks and Responsibilities:

- To assist the Senior Mission Security Officer in the development, implementation and updating of the Mission Security Plan and all supporting security and safety documents, instructions and procedures;
- To assess the security situation and to provide comprehensive reports to the Senior Mission Security Officer on all incidents affecting Mission members;
- To assist the Senior Mission Security Officer in reviewing the security phases;
- To work in close cooperation with the Mission Support Department in matters related to the procurement of security related equipment and services;
- To elaborate in-depth planning and execution of security operations;
- To support in the identification, development, delivery and auditing of security training requirements;
- In line with the EU Policy of EU staff deployed outside the EU in an operational capacity under Title V of the Treaty on European Union:
  - To perform security reviews of personal protective equipment, transport and residences and Mission Offices;
  - To ensure all security and communications equipment is operational and ready to use;
  - To conduct regular security drills, communication tests and evacuation exercises;
  - To provide briefings and presentations to Mission members on matters related to safety and security to ensure staff are prepared for emergencies;
  - To liaise and cooperate with national law enforcement agencies, international organisations, NGOs, other EU bodies and diplomatic representatives on security matters;
  - To provide assistance to Mission members and ensure all necessary actions are taken, particularly in emergency cases;
  - To travel to all Mission areas including high-risk areas as required.

### 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 at the level in the National Qualifications Framework 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:**

- Planning and time-management skills;
- Analytical skills;

**6. Desirable Qualifications and Experience:**

- Master's degree in security studies, security and defence studies, peace and conflict studies, intelligence or other related fields;
- Valid license for armoured vehicles or C or C1 Driving license;
- Successful completion of EU Mission Security Officer Certification Course or equivalent;
- International experience, particularly in crisis areas with multinational and international organisations;
- Successful completion of CPCC Medical Security Certification Course or equivalent medical training;
- Firearms trained;

**7. Desirable Knowledge, Skills and Abilities:**

- Knowledge of potential security threats in the Mission area;
- Demonstrated ability to contribute creatively to the development of security policies and procedures;
- Highly resilient under pressure;
- Knowledge of CSDP security and duty of care policies.

<b>Position Name:</b> Armed Protection Operator	<b>Employment Regime:</b> Seconded/Contracted	<b>Post Category for Contracted:</b> Mission Support - Assistant Level
<b>Ref. Number:</b> SOM-9097 SOM-9092	<b>Location:</b> Somaliland	<b>Availability:</b> ASAP
<b>Component/Department/Unit:</b> Security and Duty of Care Department/ Somaliland Security Section/ Armed Protection Unit	<b>Security Clearance Level:</b> Not required	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Armed Protection Operator (APO) reports to Mission Security Officer/Head of Security Office FOSL.

### 2. Main Tasks and Responsibilities:

- To possess a valid authorisation to carry and use weapons in compliance with the applicable legal framework.
- In line with the EU's Policy of EU staff deployed outside the EU in an operational capacity under Title V of the Treaty on European Union:
  - To be responsible for Armed Protection operations;
  - To contribute to the armed protection security set up of Mission members;
  - To carry out daily administration and operational planning for Armed Protection Team activities;
  - To assist in the development of Mission Armed Protection policies and procedures;
  - To provide comprehensive procedural documents with respect to Armed Protection activities;
  - To contribute in identifying staff personal security training requirements and deliver training as required under the supervision of Armed Protection Team Leader;
  - To provide personal security advice to Mission members;
  - To maintain operational effectiveness and equipment husbandry;
  - To develop professional contacts with the local police, military and security managers of other international organisations;
  - To liaise with civilian and military organisations to assess current and future threats;
  - To carry out threat assessments to ensure appropriate security measures are in place in a timely and effective manner;
- To transport and provide armed protection to mission members in Somaliland;
- To actively participate in the defence plan of the Field Office;
- To deploy and operate in locations mission wide;
- To assist in the provision of security training to Mission members;
- To assist HEAT instructors in the provision of HEAT training;
- To participate in all applicable training, professional, physical and medical;
- To cross train in all the functions & roles of the team;
- Authorized to carry and issued a personal weapon;
- To aid in the development of Mission A/P policies and procedures ensuring they are followed and updated or amended when necessary.
- To assist FOSL Security Office on security tasks as instructed by the MSO FOPL

### 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 secondary education attested by diploma OR equivalent and attested police and/or military education or training or an award of an equivalent rank; AND
- A minimum of 5 years of relevant professional experience, after having fulfilled the education requirements.

**5. Essential Knowledge, Skills and Abilities:**

- Trained in basic life support (medical training);
- Ability to operate a variety of communication systems;
- Advanced driving training (defensive driving);
- Valid license for armoured vehicles or C or C1 driving license;
- Ability to perform under pressure and in difficult circumstances in High Risk locations;
- Discreet, diplomatic and flexible.

**6. Desirable Qualifications and Experience:**

- Trained and certified in close protection techniques (theory and practice);
- Successful completion of CPCC Medical Security Certification Course or equivalent medical training (industry standard First Aid Qualification);
- Experience driving Armoured vehicles;
- International experience, particularly in crisis areas with multi-national and international organisations;
- Experience in close protection operations as a member of international organisations or Diplomatic institutions/Agencies e.g. National embassy's, EU, UN, NATO.

**7. Desirable Knowledge, Skills and Abilities:**

- Ability to perform under pressure and in difficult circumstances in high risk locations.
- Highly resilient under mental pressure and willingness to work extra hours when required;
- Knowledge of the Mission area and potential security threats;
- Knowledge of CSDP security and duty of care policies.