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## MISSION IN COLOMBIA JOB OPENING

### Internal / External

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Job Title & Level:	<b>Assistant Security Officer NO-A</b>
Department/Office:	<b>UN VERIFICATION MISSION IN COLOMBIA / UNDSS INTEGRATED SECURITY IN COLOMBIA</b>
Location:	<b>San José de Guaviare, COLOMBIA</b>
Posting Period:	<b>April 14 2020 to May 13 2020</b>
Job Opening Number:	<b>UNVMC - NJO-2020-007</b>

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UNITED NATIONS CORE VALUES: INTEGRITY, PROFESSIONALISM, RESPECT FOR DIVERSITY

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#### **IMPORTANT NOTE:**

**In order to implement the United Nations System-wide Gender Parity Strategy, for this job opening preference will be given to equally qualified female candidates.**

The Human Resources Unit invites all interested and qualified candidates to apply for the announced position. All interested candidates should submit their applications through the P11 form, which can be found at <https://colombia.unmissions.org/empleo> (CVs or alternative forms will **NOT** be accepted). Please submit your P11 along with your e-mail address, telephone number(s), and relevant contact details, at the following e-mail address: [mcrecruitment@un.org](mailto:mcrecruitment@un.org)

Please be advised that only applications made via UN P11 form will be reviewed. Please do not submit any additional certificates/diplomas, employment letters and other documents at this stage of the application process. Kindly ensure that you include the job opening number for the above position in your e-mail application. Acknowledgement will be sent to the short-listed candidates only.

If you are an internal candidate with a Fixed Term Appointment within the UN Secretariat, please attach the last 2 performance evaluation to your application.

Please also be advised that only Colombian Nationals are eligible to apply for National Job Openings.

#### **Organizational Setting and Reporting**

This position is within the UNDSS Integrated Security in Colombia of the UN Verification Mission in Colombia. The incumbent reports to the Field Security Coordination Officer (FSCO). She/he effectively supports the coordination of the safety and security of UN Personnel. UN

property, project personnel and eligible dependents in field duty stations; enhances the credibility of the United Nations as an instrument of peace and justice.

**Responsibilities:**

Under the overall direction of the FSCO covering the respective region and within limits of delegated authority, the Assistant Security Officer will be responsible for the following duties:

**General:**

- Assists the FSCO in the security operations management in his/her AOR;
- Serves as a member and assists the FSCO in organizing the Area Security Management Team (ASMT) meetings;
- Assists, develops and monitors the implementation of security contingency plans for his/her AOR.
- Establishes and maintains close relations with host country security agencies, and acts as liaison between the senior security professional and the host country services.
- Serves as a member of the United Nations Area Security Management Team, contributing to the implementation and the evaluation of the effectiveness of the security plans both at regional and local levels.
- Assesses prevailing local security conditions, identifying security trends and advising UN staff, project personnel and dependents on potential security problems, such as mines, kidnapping, armed attacks, arrest and detention.
- Supports the ongoing evaluation of air, land and sea evacuation routes and resources for use in emergencies, ensuring the availability of vehicles, aircraft, vessels, fuel supply and assessable roads.
- Ensures that fire detection devices and fire-fighting equipment are available on the premises. Maintains fire evacuation plan and conducts drills and different types of security training such as SSAFE, ISP, and others as necessary.
- Supports office security by conducting physical security inspections of facilities, if possible background checks and entry control.
- Provides advice and training to staff and dependents on residential security measures such as, alarm systems and other relevant recommendations to minimize burglar intrusions.
- Maintains dialogue with authorities and international institutions such as Red Cross in the event of natural disasters.
- Ensures availability of emergency communications systems by making periodic checks to determine if system is functioning properly; arranges for necessary repairs or adjustments.

- Supports the investigation of accidents involving UN vehicles and prepares report of findings.
- Supports the investigation of security-related incidents prepares report of findings.
- Replaces the FSCO when required.
- Performs other duties as required.

### **Core Values:**

**Professionalism:** Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations; takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

**Integrity:** Demonstrates the values of the United Nations in daily activities and behaviours. Acts without consideration of personal gain. Resists undue political pressure in decision-making. Does not abuse power or authority. Stands by decisions that are in the Organization's interest, even if they are unpopular. Takes prompt action in cases of unprofessional or unethical behaviour.

**Respect for diversity:** Works effectively with people from all backgrounds. Treats all people with dignity and respect. Treats men and women equally. Shows respect for and understanding of diverse points of view and demonstrates this understanding in daily work and decision-making. Examines own biases and behaviours to avoid stereotypical responses. Does not discriminate against any individual or group.

### **Competencies:**

**Teamwork:** Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; builds consensus for task purpose and direction with team members; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

**Accountability:** Takes ownership of all responsibilities and honors commitments; delivers outputs for which one has responsibility within prescribed time, cost and quality standards; operates in compliance with organizational regulations and rules; supports subordinates, provides oversight and takes responsibility for delegated assignments; takes personal responsibility for his/her own shortcomings and those of the work unit, where applicable.

**Education:**

First Level university degree in security management, information management or business administration/political science or international relations with a focus on security management is required.

Formal Certification training in a recognized military or police academy or college in combination with four (4) additional years of qualifying experience may be accepted in lieu of the first level degree.

**Work Experience:**

A minimum of one year of progressively responsible experience in military, or police, or security management (preferably in the police or military context or related area) is required.

Desirable experience: security planning, security operations, security risk assessment, standard operating procedures, physical security, coordination with local authorities and law enforcement agencies, emergency communication system, crisis management, hostage incident management, security administration, security logistics in a post-conflict environment, security staffing in post-conflict and multicultural environment.

**Languages**

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

**United Nations Considerations**

Candidates will be required to meet the requirements of Article 101, paragraph 3, of the Charter as well as the requirements of the position. The United Nations is committed to the highest standards of efficiency, competence and integrity for all its human resources, including but not limited to respect for international human rights and humanitarian law.

Candidates may be subject to screening against these standards, including but not limited to whether they have committed or are alleged to have committed criminal offences and/or violations of international human rights law and international humanitarian law.

The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. (Charter of the United Nations – Chapter 3, article 8). The United Nations Secretariat is a non-smoking environment.

**No Fee**

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