

UNITED NATIONS INTERNATIONAL RESIDUAL MECHANISM FOR CRIMINAL TRIBUNALS

Chief, Security and Safety Section, P-4,

DEADLINE FOR APPLICATIONS	:	06 November 2020
DATE OF ISSUANCE	:	08 October 2020
OFFICE	:	Registry/ Security and Safety Section
LOCATION	:	Arusha
JOB OPENING NUMBER	:	20-SEC-RMT-142218-R-ARUSHA (R)

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

Organizational setting and Reporting:

The position is located in the Registry, International Residual Mechanism for Criminal Tribunals (IRMCT). The incumbent will be responsible for the Security and Safety Section of the IRMCT Arusha Branch. He / she will report to the Registrar.

Responsibilities:

Under the guidance of the Registrar, the Head of Security and Safety Section will have the following principal tasks:

• Operational:

- Daily management of the IRMCT Arusha Branch Security and Safety Section, including personnel and scheduling issues, and ensuring understanding and enforcement of operational policies and procedures by all members of the Security and Safety Section.
- The development and review of security policies and procedures.
- Direct personal responsibility for the daily management of the following areas and staff: Fire and Safety; Security Training; Pass & ID; Administrative Assistant; and the Section Stores Controller.
- Assist in the conduct of any sensitive security investigations pertaining to the IRMCT Arusha Branch staff or the protection of IRMCT Arusha Branch assets in conjunction with the Investigations Section, as necessary.
- In coordination with the IRMCT Registry Officer-in-Charge of the Arusha Branch, liaise with the relevant officials of the Justice, Security and Intelligence agencies of the Host State, and the local area police force to counteract any hostile activity directed against the IRMCT Arusha Branch, including the United Nations Detention Facility and the sub-office in Kigali.
- Liaise and act in conjunction with the IRMCT Registry Officer-in-Charge of the Arusha Branch in relation to the work of other relevant Sections and to ensure that security operations fully and pro-actively support the aims and functions of the IRMCT.
- Oversee Field Security Operations, in particular the work of Security Officers assigned to the sub-office in Kigali, security threat assessment and planning for close protection and other field-related activities, including missions by the IRMCT Judges.

• Administrative:

- Undertake the forecasting of all budgetary requirements and the administration of all financial matters pertaining to the Security and Safety Section, IRMCT Arusha Branch, and the operation of accounts devolved to the Section. The incumbent will specify appropriate security related equipment and refine broad operational security requirements against "best practice" in security to ensure value for money solutions prior to purchase.
- Management of all aspects of the Security and Safety Section's equipment portfolio.
- Selection, induction and training of all Security Officers. Ensure that personnel standards are maintained. Training activities, both external and in-house, cover a wide array of subjects and must match UNDSS standards.
- Plan and develop the Security and Safety Section contribution to special projects, such as managing the security aspects of the new IRMCT Arusha Branch facility, the long term maintenance of the CCTV and the access control system as well as the continuous enhancement of physical security arrangements.
- Perform other duties, as required.

Core Competencies:

- **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.
 - **Accountability** – Takes ownership of all responsibilities and honours commitments. Delivers outputs for which one has responsibility within prescribed time, cost and quality standards. Operates in compliance with organisational 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 Section, where applicable.
 - **Teamwork** – Works collaboratively with colleagues to achieve organisational goals. Solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others. Places team agenda before personal agenda. Supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position. Shares credit for team accomplishments and accepts joint responsibility for team shortcomings.
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MANAGERIAL COMPETENCIES

- **Leadership** – Serves as a role model that other people want to follow. Empowers others to translate vision into results. Is proactive in developing strategies to accomplish objectives. Establishes and maintains relationships with a broad range of people to understand needs and gain support. Anticipates and resolves conflicts by pursuing mutually agreeable solutions. Drives for change and improvement; does not accept the status quo. Shows the courage to take unpopular stands. Provides leadership and takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.
- **Judgement/Decision-making** – Identifies the key issues in a complex situation, and comes to the heart of the problem quickly. Gathers relevant information before making a decision. Considers positive and negative impacts of decisions prior to making them. Takes decisions with an eye to the impact on others and on the Organisation. Proposes a course of action or makes a recommendation based on all available information. Checks assumptions against facts. Determines that the actions proposed will satisfy the expressed and underlying needs for the decision. Makes tough decisions when necessary.

QUALIFICATIONS

Education:

Advanced university degree (Masters or equivalent) preferably in business administration, political / social science, psychology, or international relations, with focus on security management. A first level university degree in combination with two additional years of experience may be accepted in lieu of an advanced university degree. A military or police academy degree would be relevant; to include having successfully graduated from a senior service or command and general staff college. Three additional years of experience would then be necessary.

Experience:

Minimum of 7 years of progressively responsible experience in security management, preferably in a police or military context, which should include a high standard of physical fitness and operation under arduous conditions, unit command and senior-level staff experience, demonstration of high level of leadership and capability of rapid decision-making (with little margin for error).

Language:

English and French are the working languages of the Mechanism. For the post advertised, fluency in oral and written English is required. Working knowledge of French is desirable. Working knowledge of Kinyarwanda and / or Swahili is also desirable.

Assessment Method:

There may be a technical test followed by a competency-based interview.

Special Notice:

The United Nations Secretariat is committed to achieving 50/50 gender balance in its staff. Female candidates are strongly encouraged to apply for this position.

The appointment is limited to the International Residual Mechanism for Criminal Tribunals. Appointment of the successful candidate on this position will be limited to the initial funding of the post. Extension of the appointment is subject to the extension of the mandate and/or the availability of funds. As the international tribunals are not integrated in the Secretariat, UN Staff Members serve on assignment or secondment from their parent department/office if selected. Appointments of staff members in the United Nations are subject to the authority of the Secretary-General. Staff Members are expected to move periodically to new functions in accordance with established rules and procedures, and may in this context be reassigned by the Secretary-General throughout the Organization based on the changing needs and mandates.

NOTE FOR PREVIOUSLY ROSTERED CANDIDATES

Roster candidates must express their interest and availability for published job openings by submitting an updated PHP and cover letter.

No Fee:

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

United Nations Considerations

According to article 101, paragraph 3, of the Charter of the United Nations, the paramount consideration in the employment of the staff is the necessity of securing the highest standards of efficiency, competence, and integrity. Candidates will not be considered for employment with the United Nations if they have committed violations of international human rights law, violations of international humanitarian law, sexual exploitation or sexual abuse, or crimes other than minor traffic offences, or if there are reasonable grounds to believe that they have been involved in the commission of any of these acts. The term "sexual exploitation" means any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another. The term "sexual

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abuse” means the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions.

Due regard will be paid to the importance of recruiting the staff on as wide a geographical basis as possible. The United Nations places 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. The United Nations Secretariat is a non-smoking environment.

Applicants are urged to follow carefully all instructions available in the online recruitment platform, inspira. For more detailed guidance, applicants may refer to the Manual for the Applicant, which can be accessed by clicking on “Manuals” hyper-link on the upper right side of the inspira account-holder homepage.

The evaluation of applicants will be conducted on the basis of the information submitted in the application according to the evaluation criteria of the job opening and the applicable internal legislations of the United Nations including the Charter of the United Nations, resolutions of the General Assembly, the Staff Regulations and Rules, administrative issuances and guidelines. Applicants must provide complete and accurate information pertaining to their personal profile and qualifications according to the instructions provided in inspira to be considered for the current job opening. No amendment, addition, deletion, revision or modification shall be made to applications that have been submitted. Candidates under serious consideration for selection will be subject to reference checks to verify the information provided in the application.

Job openings advertised on the Careers Portal will be removed at 11:59 p.m. (New York time) on the deadline date.

HOW TO APPLY:

All applications must be submitted through the UN Inspira portal. The Mechanism is not able to accept applications for this vacancy via email.

Internal applicants may go to <https://inspira.un.org>

External applicants may go to <https://careers.un.org>
