



UNITED NATIONS ASSISTANCE MISSION IN SOMALIA (UN SOM)

**UNITED NATIONS CORE VALUES: INTEGRITY, PROFESSIONALISM, RESPECT FOR DIVERSITY
THIS POSITION IS OPEN TO SOMALI NATIONALS ONLY AND DOES NOT HAVE INTERNATIONAL
BENEFITS
FEMALE CANDIDATES ARE PARTICULARLY ENCOURAGED TO APPLY**

DEADLINE FOR APPLICATIONS:	26 JUNE 2018
DATE OF ISSUANCE:	28 MAY 2018
FUNCTIONAL TITLE:	ASSOCIATE SECURITY COORDINATION OFFICER
LEVEL:	NO-B
SECTION:	SECURITY
LOCATION:	DHUMASAREB
DURATION OF CONTRACT:	ONE (01) YEAR FIXED-TERM APPOINTMENT
VACANCY ANNOUNCEMENT NUMBER:	UN SOM/SEC/029/2018

Special Notice

This position is funded for an initial period of one year, extension of appointment will be subject to budgetary approval. Appointment against this post is on a local basis. The candidate is responsible for any travel expenses incurred to take-up the appointment. All applicants are strongly encouraged to apply on-line as soon as possible after the job opening has been posted and well before the deadline stated in the job opening.

Interested applicants who are working with UN Contractors must fulfil the obligations of their contracts with the UN Contractors to be eligible to apply for this vacancy.

Organizational Setting and Reporting Relationships:

This position is located in the United Nations Assistance Mission in Somalia (UN SOM) office in Dhusamareb. The Associate Security Coordination Officer reports to the Senior Security Officer in the field. She/he effectively supports the coordination of the safety and security of UN staff, UN property, project personnel and eligible dependents in field duty stations. She/he serves as member of interdisciplinary team on matters of non-routine nature; she/he assists higher grade Security Officers in establishing policies and procedures for reviewing crisis situations and preparing contingency plans for emergencies; she/he assists in identifying and recording United Nations assets and number of staff and dependents to be protected and estimates number of guards required; she/he ensures that staff members and their dependents are kept fully informed on matters affecting their security and safety.

Within delegated authority, the Associate Security Coordination Officer may be responsible for the following duties:

- Prepares and maintains a draft security plan for the Mission for a specific area within the overall Mission area of operations, including all aspects related to elaboration, development, implementation and updating of the plan;

- Establishes and maintains close relations with host country security agencies and acts as liaison between the senior security professionals and the host country services, to discuss potential problems and plan possible methods of resolutions;
- Maintains dialogue with authorities and international institutions such as Red Cross/Red Crescent in the event of natural disasters;
- Serves as a member of interdisciplinary team on matters of non-routine nature, such as mine removal, evacuations, medical emergency, kidnapping, arms attacks, arrest and detention, or hostilities that threaten the safety of staff and dependents;
- Supports the on-going evaluation of air, land and sea evacuation routes and resources for use in emergencies, ensuring the availability of vehicles, aircrafts, vessels, fuel supply and assessable roads;
- Ensures that fire detection devices and firefighting equipment are available on the premises. Maintains fire evacuation plan and conducts fire drills and training as necessary;
- Conducts routine security surveys of office and residential areas and premises;
- Conducts physical security inspections of facilities, issuance of identity cards, if possible background checks and entry control;
- Assists in identifying and recording United Nations assets and number of staff and dependents to be protected and estimates number of guards required;
- Ensures that staff members and their dependents are kept fully informed on matters affecting their security and safety;
- Investigates and prepares reports on minor cases of theft, illegal entry, assault or other incidents when the extent of the infraction is readily determinable;
- Assists higher grade Security Officers in establishing policies and procedures for reviewing crisis situations and preparing contingency plans for emergencies;
- Ensures availability of emergency communications system by making periodic checks to determine if systems are functioning properly, arrange for necessary repairs or adjustments;
- Assists in the recruitment, training and supervision of local security guards;
- Performs other duties as required.

Competencies

Professionalism: Knowledge in the field of security management policy and field security procedures and techniques; ability to produce reports and papers on security issues; an understanding of the UN Security Management System, the DSS training strategy and a proven ability as a trainer; 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 faces 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.

Communication: Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailor's language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.

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 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.

Qualifications:

Education: An advance university degree in Security management, information management or business administration, political/social science or international relations with focus on security management. A first-level university degree in combination with two additional years of qualifying experience maybe accepted in lieu of the advanced university degree. A diploma from a recognized military or police academy in combination with four additional years of qualifying experience maybe accepted in lieu of a first level university degree.

Experience: Minimum of two (02) years of progressive responsible experience in investigation, military, police, security management preferably in the police or military context or related area.

Languages: English and French are the working languages of the United Nations Secretariat. Fluency in English and Somali (both in oral and written) is required languages. Knowledge of other language is an asset.

Method of Evaluation: Qualified candidates for this position may include a substantive assessment which will be followed by a competency-based interview.

How to Apply:

Qualified candidates may submit their applications including their United Nations Personal History form (P.11) to the address mentioned below **quoting vacancy announcement number and functional title on the subject line on or before the deadline. The P.11 is on the <https://unsos.unmissions.org/jobs>.** Applications submitted after the deadline **June 26, 2018** will not be accepted. **Curriculum Vitae (CV) will not be accepted.** Only shortlisted applicants will be contacted for interview.

Email: recruitment-unsoa@un.org

Kindly attach a copy of P11, Degree Certificate, NISA Certificate, CID Certificate, Passport and or National Identification Card. These are required as part of your application for consideration of eligibility. Please note CID and NISA Certificates are required at a later stage of the recruitment process.

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.

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING).