



No.21023/05/2020-PF-VI Desk

GOVERNMENT OF INDIA  
Ministry of Home Affairs  
[Police Division-II]

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MHA, North Block,  
New Delhi, 110001

Dated May, 2020

- To :
1. The Chief Secretaries and DsG (P)s of all States / UTs
  2. Directors - IB/CBI/SVPNPA/SPG/NEPA/NICFS/CFSL/ DCPW
  3. DsG - BSF/CRPF/ITBP/CISF/NSG/RPF/BPR&D/SSB  
/NCB/NIA/Assam Rifles (Through LOAR)
  4. Commissioner of Police Delhi.

Subject :- **UNMISS:- Police Commissioner(D-2) for the United Nations Mission in the Republic of South Sudan**

Sir/Madam,

Police Division, UNHQ through PMI to UN has sought the nomination of eligible candidates (Police Officers) active in service for the post of Police Commissioner(D-2) for the United Nations Mission in the Republic of South Sudan (UNMISS) JOB Opening No- 2020-UNMISS-82326-DPO).

2. The job description along with the requisite eligibility criteria/qualifications of **above mentioned post** are enclosed/attached with this letter for needful reference. **It is strongly recommended to nominate those candidates meeting all requirements for the positions/posts as described in Job descriptions. It is also requested to nominate equally qualified female candidates.**

3. Therefore, It is requested that nomination of **eligible and willing officers** of the rank of IGP/ADG(**D-2 Level**) for above post may be forwarded through proper channel to this Ministry by **20<sup>th</sup> June, 2020** along with the following documents (**all mandatory**) duly completed in all respect:-
- i. United Nations Personal History Profile (**PHP**) **form (P.11)** duly completed and signed by the nominated candidate.
  - ii. United Nations **Employment and Academic Certification (EAC)** [attachment to personal history profile (P-11)] **Form duly completed and**



**signed by the nominated candidate as well as the relevant local / nominated authority.**

**Note: - In Earlier instances, It was observed that the EAC was submitted without the signature of Designated Authority of concerned Force resulting rejection of nomination. Hence, the forwarding authority should ensure that the EAC is duly signed by the applicant as well the Designated Authority of Force. All requisite details i.e position for which applying, job opening number, date of commission, degrees and academic distinctions and all other requisite details should be filled properly.**

ii. Personal details as per **Annexure-I**.

iii. **Human Rights certificate must be included**(proforma enclosed).

4. **No modified format other than the specimen enclosed duly typed will be entertained/accepted as it invites lot of observations from UN HQ (UNDPKO) while finalizing the nominations.** Hand written PHP will not be entertained/accepted. It may be ensured that the photographs of the officer applying for the post should be placed on the front side of P-11 form and signature in the last page at relevant place.

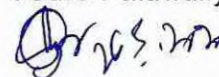
5. Personal History Profile (P-11) , EAC, and HR certificate along with forwarding letter of each nominated candidate are required to be submitted in separate files (PDF format only) through E-mail to [us-polfin6@mha.gov.in](mailto:us-polfin6@mha.gov.in) before the deadline.

6. The nominations without Vigilance clearance and Cadre Clearance (for all officers) from the respective Ministries/Departments/State or UT Govt/Organizations shall be summarily rejected.

7. Applications through proper channel with approval of Head of Organization will be entertained. Applications received after the deadline specified will not be accepted.

8. Concerned authorities may please ensure and advice their officers not to make any direct queries with this ministry or UNHQ. This ministry will not entertain personal queries from individual applicants.

Yours Faithfully



**(S.Muthukumar)**

Under Secretary (PF-VI)

-☎: 23092527

[us-polfin6@mha.gov.in](mailto:us-polfin6@mha.gov.in)

**Copy to**

**1.** Commissioner of Police .Mumbai, Kolkata, Chennai and Bangalore:- kindly ensure that the nomination may be forwarded through respective State Government only.

**2.** SO (IT), MHA - With the request to upload the above communication on MHA website (Police Division-II(secondment vacancy) .

**3.** DIR(UNP), MEA, JNB (2029), New Delhi

 26.5.2022

**(S.Muthukumar)**

Under Secretary (PF-VI)

-☎: 23092527

us-polfin6@mha.gov.in



BIO-DATA PROFORMA

Recent passport  
size photograph

1. Name of Post applied.
2. Job opening number
3. Name of the Officer
4. Designation/Rank/organization and Pay scale/pay band with present place of posting.
5. In the case of officers of deputation with other organization.
  - (a) Name of Parent organization.
  - (b) Name of organization presently employed.
  - (c) Date of deputation
  - (d) Expected date of repatriation to parent cadre/organization.
6. Date of Birth
7. Education/Qualification
8. Date of Joining Police Service and date of superannuation
9. Service/Cadre/Batch:
10. Previous UN experience
  - Telephone No.
  - a. Office
  - b. Residence
  - c. Mobile No.(mandatory)
  - d. Fax No.
  - e. E-mail id(mandatory)
11. Present Job Profile:-
12. NOC from parent cadre (if on deputation) mandatory:- Yes/NO/Not applicable

I hereby certify that, I fulfill the eligibility requirement notified for the post applied for.

(Signature of the applicant)

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HR CERTIFICATE

⑦  
⑧

It is certified that \_\_\_\_\_ was neither convicted nor currently under investigation or being prosecuted for any criminal offence including violation of International Human Rights Law and International Humanitarian Law. It is also to certify that Government/Org. of .....(concerned state/Org.) is aware that there is no allegation against him/her as such and he/she has not committed or even involved, by act or omission, the commission of any act that may amount of violations of International Human Rights Law and International Humanitarian Law.


To be signed by an officer  
Not below the rank of DIG/Director

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



INSTRUCTIONS		 <b>UNITED NATIONS</b>			Do not Write in This Space			
Please answer each question clearly and completely. TYPE OR PRINT LEGIBLY. Read carefully and follow all directions.		<b>PERSONAL HISTORY</b>						
1. Family name		First name	Middle name		Maiden name, if any			
2. Date of (day/month/yr) Birth		3. Place of birth	4. Nationality(ies) at birth	5. Present Nationality(ies)	6. Sex			
7. Height	8. Weight	9. Marital Status: Single <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Widow(er) <input type="checkbox"/> Divorced <input type="checkbox"/>						
10. Entry into United Nations service might require assignment to any area of the world in which the United Nations might have responsibilities. (a) Are there any limitations on your ability to perform in your prospective field of work? YES <input type="checkbox"/> NO <input type="checkbox"/> (b) Are there any limitations on your ability to engage in all travel? YES <input type="checkbox"/> NO <input type="checkbox"/>								
11. Permanent address		12. Present address		13. Office Telephone No. ( )				
Telephone No. ( )		Telephone/Fax No. ( )		14. Office Fax No. ( ) <b>E-mail:</b>				
15. Do you have any dependent children? YES <input type="checkbox"/> NO <input type="checkbox"/> If the answer is "yes", give the following information:								
Name of Children	Date of Birth (day/mo/year)	Place of Birth	Nationality	Gender				
15. (a) Name of Spouse								
16. Have you taken up legal permanent residence status in any country other than that of your nationality? YES <input type="checkbox"/> NO <input type="checkbox"/> If answer is "yes", which country?								
17. Have you taken any legal steps towards changing your present nationality? YES <input type="checkbox"/> NO <input type="checkbox"/> If answer is "yes", explain fully:								
18. Are any of your relatives employed by a public international organization? YES <input type="checkbox"/> NO <input type="checkbox"/> If answer is "yes", give the following information:								
NAME		Relationship		Name of International Organization				
19. What is your preferred field of work?								
20. Would you accept employment for less than six months? YES <input type="checkbox"/> NO <input type="checkbox"/>			21. Have you previously submitted an application for employment and/or undergone any tests with U.N.? YES <input type="checkbox"/> NO <input type="checkbox"/> If so, when?					
22. KNOWLEDGE OF LANGUAGES. What is your mother tongue?								
OTHER LANGUAGES	READ		WRITE		SPEAK		UNDERSTAND	
	Easily	Not Easily	Easily	Not Easily	Fluently	Not Fluently	Easily	Not Easily
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23. For clerical grades only Indicate speed in words per minute				List any office machines or equipment and computer programmes you use.			Other languages	
	English	French						
Typing								
Shorthand								

24. EDUCATION, Give full details – N.B. Please give exact titles of degrees in original language. Please do not translate or equate to other degrees.

A. University or equivalent

NAME, PLACE AND COUNTRY Please give complete address.	ATTENDED FROM/TO		DEGREES and ACADEMIC DISTINCTIONS OBTAINED	MAIN COURSE OF STUDY
	Month/Year	Month/Year		

B. SCHOOLS OR OTHER FORMAL TRAINING OR EDUCATION FROM AGE 14 (e.g., high school, technical school or apprenticeship)

NAME, PLACE AND COUNTRY Please give complete address.	TYPE	YEARS ATTENDED		CERTIFICATES OR DIPLOMAS OBTAINED
		FROM	TO	

25. LIST PROFESSIONAL SOCIETIES AND ACTIVITIES IN CIVIC, PUBLIC OR INTERNATIONAL AFFAIRS

26. LIST ANY SIGNIFICANT PUBLICATIONS YOU HAVE WRITTEN (DO NOT ATTACH)

27. EMPLOYMENT RECORD: Starting with your present post, list in REVERSE ORDER every employment you have had. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not gainfully employed. If you need more space, attach additional pages of the same size. Give both gross and net salaries per annum for your last or present post.

A. PRESENT POST (LAST POST, IF NOT PRESENTLY IN EMPLOYMENT)

FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:			TYPE OF BUSINESS	
ADDRESS OF EMPLOYER:			NAME OF SUPERVISOR	
			NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:	REASON FOR LEAVING
DESCRIPTION OF YOUR DUTIES:				



B. PREVIOUS POSTS (IN REVERSE ORDER)

FROM		TO		SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL			
NAME OF EMPLOYER:				TYPE OF BUSINESS:		
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:		
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:		REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES						
FROM		TO		SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL			
NAME OF EMPLOYER:				TYPE OF BUSINESS:		
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:		
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:		REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES						
FROM		TO		SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL			
NAME OF EMPLOYER:				TYPE OF BUSINESS:		
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:		
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:		REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES						



28. HAVE YOU ANY OBJECTIONS TO OUR MAKING INQUIRIES OF YOUR PRESENT EMPLOYER? YES <input type="checkbox"/> NO <input type="checkbox"/>		
29. ARE YOU NOW OR HAVE YOU EVER BEEN A CIVIL SERVANT IN YOUR GOVERNMENT'S EMPLOY? YES <input type="checkbox"/> NO <input type="checkbox"/> If answer is "yes", WHEN?		
30. REFERENCES: List three persons, not related to you, and are not current United Nations staff members, who are familiar with your character and qualifications. <i>Do not repeat names of supervisors listed under Item 27.</i>		
FULL NAME	FULL ADDRESS	BUSINESS OR OCCUPATION
31. STATE ANY OTHER RELEVANT FACTS. INCLUDE INFORMATION REGARDING ANY RESIDENCE OUTSIDE THE COUNTRY OF YOUR NATIONALITY.		
32. HAVE YOU EVER BEEN ARRESTED, INDICTED, OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROCEEDING, OR CONVICTED, FINED OR IMPRISONED FOR THE VIOLATION OF ANY LAW (excluding minor traffic violations)? YES <input type="checkbox"/> NO <input type="checkbox"/> If "yes", give full particulars of each case in an attached statement.		
33. OTHER AGENCIES OF THE UNITED NATIONS SYSTEM MAY BE INTERESTED IN OUR APPLICANTS. DO YOU HAVE ANY OBJECTION TO YOUR PERSONAL HISTORY FORM BEING MADE AVAILABLE TO THEM? YES <input type="checkbox"/> NO <input type="checkbox"/>		
34. I certify that the statements made by me in answer to the foregoing questions are true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Organization renders a staff member of the United Nations liable to termination or dismissal.		
DATE (day, month, year)	SIGNATURE:	
N.B. You will be requested to supply documentary evidence which supports the statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so by the Organization and, in any event, do not submit the original texts of references or testimonials unless they have been obtained for the sole use of the Organization.		

**EMPLOYMENT RECORD - SUPPLEMENTARY SHEET**

**D1206  
Part 4 - 6**

PLEASE LIST, in reverse order, EVERY EMPLOYMENT YOU HAVE HAD. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not gainfully employed. See next page for more blocks.

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				
FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				
FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				
FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				



**UNITED NATIONS**

**Employment and Academic Certification**

Attachment to Personal History Profile (P11)

*TO BE COMPLETED BY CANDIDATE:*

**Personal Data:**

Family Name:	Given name:	Middle names:	Gender: M/F
e-mail address:			

**Position for which you are applying:**

(Note: if you are applying for more than one position, please submit separate P11 and P11 attachment for each Job Opening)

**Job Opening Number:**

**Military Service History/Police Service History**

Date of Commission (for military officers) or date of enlistment/entry to service (for police officers):			
Current rank	Date Last Promoted	Date eligible for promotion to next rank	Projected Retirement date from current rank
Branch/Corp/Mustering			
Sub Specialisation/additional qualifications			

**Degrees and Academic Distinctions Obtained:**

	NAME of INSTITUTION, PLACE AND COUNTRY. Please give complete address.	ATTENDED:		DEGREES and ACADEMIC DISTINCTIONS OBTAINED
		FROM: Month/Year	TO: Month/Year	
Graduation from the Staff/War College or Police Academy (and/or similar law enforcement institution)				
University Degree/s				

**Experience in peacekeeping operations:**

**Specify UN or other International Experience, starting with your most recent experience and list in reverse order**

Dates mm/yy-mm/yy	Mission/ Operation/Location	Position/title (Milob, HQ Staff, Contgt, Adviser)	Description of duties

**Command Experience, starting with your most recent experience and list in reverse order**

Dates mm/yy-mm/yy	Unit/Position/Org	Significant Unit Activities

**Significant Planning Experience, starting with your most recent experience and list in reverse order**

Dates mm/yy-mm/yy	Position/Org	Operation/Activity

**(Other) International Exposure other than peace keeping operations, starting with your most recent experience and list in reverse order**

Date: mm/yy-mm/yy	Position/Org	Function/Activity



**Military and/or Police Training Courses/Seminars: (last two years)**

Name of Course	Date: mm/yy –mm/yy	Institution

Additional Comments:

I certify that the statements made by me in answer to the foregoing questions are complete and correct. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Organization renders a staff member for the United Nations liable ineligible for further consideration.

*I declare that I have never committed, been convicted of and am not currently under investigation or being prosecuted for any criminal, human rights, civil action or disciplinary offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving are not considered minor traffic violations for this purpose). I declare that I have not been involved, by act or omission, in the commission of any violation of international human rights law or international humanitarian law.*

*I am not able to attest to the proceeding paragraphs for the following reasons: .....*  
 .....  
 .....

Date ..... Signature .....

N.B. You will be requested to supply documentary evidence which supports the statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so by the Organization and, in any event, do not submit the original texts of references or testimonials unless they have been obtained for the sole use of the Organization.

**TO BE COMPLETED BY THE RELEVANT LOCAL AUTHORITY:**

On behalf of ..... I certify that the information provided by .....  
is complete and correct.

*I further certify that the nominated candidate has never been convicted of, or is not currently under investigation or being prosecuted for, any criminal or disciplinary offence, or any violations of international human rights law, civil action or disciplinary offence.*

*The Government of \_\_\_\_\_ is not aware of any allegations against the nominated candidate that she/he has committed or been involved, by act or omission, in the commission of any acts that may amount to violations of international human rights law or international humanitarian law.*

*In the case of the nominee who has been investigated for, charged with or prosecuted for any criminal offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving are not considered minor traffic violations for this purpose), but was not convicted, the Government is requested to provide information regarding the investigation(s) or prosecutions concerned.*

Date..... Official Stamp .....



UNITED NATIONS



NATIONS UNIES

United Nations Headquarters

Electronic Communication Center

08/04/2020

05:15 PM

POSTAL ADDRESS: ADDRESS POSTALE, UNITED NATIONS, NEW YORK, N.Y. 10017  
CABLE ADDRESS: ADRESSE TELEGRAPHIQUE, UNATIONS NEW YORK

DPO/OROLSI/PD/2020/58

The Secretariat of the United Nations presents its compliments to the Permanent Mission of Member State to the United Nations and has the honour to invite its Government to nominate individual police officers in active service for appointment on secondment to the United Nations Mission in the Republic of South Sudan (UNMISS), for a period of one year. Any further contract extension can be granted on an exceptional basis provided there is a mission mandate requirement and the incumbent display good performance, dedication, professionalism and the achieved results. The final decision on the extension is subject to approval by the United Nations and concurrence by the national authorities.

Details regarding the post/s for which the Secretariat is seeking qualified applicants are provided in the attached job opening/s No 2020-UNMISS-82326-DPO. Also attached are the "Application Procedures for Positions in United Nations Police Components in Peace Operations and Special Political Missions Requiring Official Secondment form National Governments of Member States of the United Nations".

The Secretariat kindly requests the Permanent Mission to submit a **separate application for each nominee for each job opening to the Selection and Recruitment Section/ Police Division/OROLSI/DPO, 1 UN Plaza, 7<sup>th</sup> floor, room DC1-0780**, in accordance with the above-referenced procedures, certifying that the nominee/s meet/s the requirements in the attached job opening/s. **Applications submitted after the deadline specified in the job opening will not be considered.**

The Permanent Mission is also requested to confirm that selected candidates will be released, in a timely manner, from the national police service obligations for service with the United Nations. It is also requested to ensure that the rank of each candidate submitted is indicated on the application. In addition, it is strongly recommended that Member States carefully pre-screen their applicants and submit only those candidates meeting all requirements for the position as described in the job opening/s.

Member States are strongly encouraged to nominate qualified female police officers. Preference will be given to equally qualified women candidates.





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CABLE ADDRESS ADDRESS TELEGRAPHIQUE UNATIONS NEW YORK

The Secretariat wishes to inform the Permanent Mission of Member State that, in an effort to streamline and expedite the procedures of recruiting seconded officers, candidates placed on a roster following the selection process may be considered for posts with similar functions within a period of two years and if recommended for deployment, further arrangements will be coordinated with the Permanent Mission in due course.

It should be noted that during the period of their secondment, officers may not transfer to alternative positions within the United Nations. As a result, the nomination of police officers who are currently United Nations staff members on secondment, will not be considered.

The Secretariat wishes to reiterate that promoting and encouraging respect for human rights is a core purpose of the United Nations and central to the delivery of its mandates. Should the Secretariat become aware of grave human rights violations which give rise to concerns as to the record and performance of [country] police personnel, this may constitute grounds to revoke its acceptance of such personnel to serve in UN peace operations. In the case of nominees who have been investigated for, charged with or prosecuted for any criminal offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving are not considered minor traffic violations for this purpose), but were not convicted, the Government is requested to provide information regarding the investigation(s) or prosecutions concerned. The Government is also requested to certify that it is not aware of any allegations against its nominated candidates that they have committed or been involved, by act or omission, in the commission of any acts that may amount to violations of international human rights law or international humanitarian law.

The Secretariat recalls that it has a zero-tolerance approach to fraud and corruption. The Government is therefore requested to certify that there was no corruption or fraud in the nomination and extension procedures of police officers on secondment to the United Nations. Should the Secretariat become aware of allegations of corruption or fraud in the nomination or extension procedures of police officers on secondment, this may constitute grounds to revoke its acceptance of such personnel to serve in the United Nations as well as suspension of any future police deployments from the contributing country concerned.

The Secretariat also recalls that the responsibilities of those personnel who are appointed to serve in United Nations peace or special political missions are exclusively international in character. They perform their functions under the authority of, and in full compliance with, the instructions of the Secretary-General



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of the United Nations and persons acting on his behalf and are duty-bound not to seek or accept instructions in regard to the performance of their duties from any government or from other authorities external to the United Nations. Seconded personnel should carry out their functions in accordance with all applicable regulations, rules and procedures of the Organization.

The Secretariat of the United Nations avails itself of this opportunity to renew to the Permanent Mission of Member State to the United Nations the assurances of its highest consideration.

A handwritten signature in black ink, consisting of several loops and a long vertical stroke extending downwards.

08 April 2020

# United Nations

*Position requires official secondment  
from national governments of Member States of the United Nations Organization.  
Appointments are limited to service on posts financed by  
the support account of peacekeeping operations*

<b>Post title and level</b>	<b>Police Commissioner, D-2</b>
<b>Organizational Unit</b>	<b>United Nations Mission in the Republic of South Sudan (UNMISS)</b>
<b>Duty Station</b>	<b>Juba</b>
<b>Reporting to</b>	<b>Special Representative of the Secretary General in UNMISS</b>
<b>Duration</b>	<b>12 Month (extendible)</b>
<b>Deadline for application</b>	<b>30 June 2020</b>
<b>Job Opening number</b>	<b>2020-UNMISS-82326-DPO</b>

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

## **RESPONSIBILITIES:**

In compliance with the mission mandate and under the supervision and substantive guidance of the Special Representative of the Secretary General (SRSR), the Police Commissioner will be responsible for the operational oversight of the UN Police component's activities related to the Mission mandate implementation, and will:

- Function as the principal advisor to the SRSR on all pertinent policing matters in the support of the mandate.
- Direct all efforts of the UNPOL component of the Mission in Protection of Civilians, in particular protection of women and children in support of SCR 2187.
- Deter violence against the civilians; undertake a complete review of UNPOL activity in particular proactive deployment and active patrolling in Protection of Civilians (POC) sites.
- Oversee the contribution of UNPOL to the implementation of the Mission Wide Early Warning Strategy, including a coordinated approach to information gathering, monitoring, verification, early warning and response mechanisms including preparation for further potential attacks against UN personnel and facilities.
- Supervise and facilitate public safety within the UNMISS POC sites and ensure their general security.
- Oversee the creation and implementation of strategies to foster secure environments for the safe and voluntary return of the internally displaced persons (IDPs) and refugees.
- Ensure operational coordination with the South Sudan National Police Service (SSNPS) in relevant and POC related tasks.
- Support the Human Rights Division in the monitoring, investigation and verification of abuses of Human Rights and International Humanitarian Law.
- Maintain situational awareness regarding all aspects of SSNPS activity and previous UNPOL involvement to facilitate UNPOL Mission agility should the Mission mandate change.
- Should the UNMISS mandate change, facilitate the provision of advice and assistance to SSNPS leadership in the development of short, medium and long term plans and programs for the reform, restructuring and the strengthening of the capacity of SSNPS including in strengthening its long term strategic reforms, based on planning, budgeting and performance measurements.
- Assist SSNPS in developing oversight and accountability mechanisms so as to strengthen public confidence in the SSNPS in event of mandate change.



- When mandate permits, support the SSNPS in institutional development efforts, in conjunction with other mission components and international and bi-lateral partners.
- Ensure the formulation and harmonization of UN Police Work Plans in accordance with the mission mandate and concept of operations (CONOPS) and regularly review and monitor their implementation.
- Regularly consult and collaborate with UN agencies present in the Mission area, international and national NGOs, judicial officers, correction officers, bilateral/multilateral donors, members of civil society, and members of the host state national government on police issues relevant to the UN mandate.
- Provide necessary overall oversight of and guidance in regard to all UNPOL activities related to mandate implementation and Results Based Budgeting including the development of work plans and Result Frameworks in line with the mission specific mandate implementation plans, and ensure timely submission of monthly, bi-annual and annual progress reports of the police component and follow-up on recommendations.
- Ensure proper utilization of all available police resources including the formed police units, for efficient mandate implementation.
- Manage, guide, develop and train staff under his/her supervision.
- Supervise and help in developing the skills, competencies and experience of all subordinate staff that the Mission may determine to hire to directly support the work of the Police Component.
- Make proposals to the Police Division on the skill set and qualification of the UN Police Component personnel required for the efficient implementation of the UN Police mandate. Ensures timely and transparent staffing of positions within the Police Component in accordance with the police officers' background, expertise and experience and in compliance with the UN Police Strategic Guidance Framework, and in alignment with principles of respect for diversity, as well as geographic and gender balance.
- Regularly consult and collaborate with the Mission Force Commander on the joint use of police and military personnel in response to various security contingencies in the mission area, in particular on the use of formed police units in response to crowd management and other possible public order incidents.
- Ensure liaison with the UN Military, DSS, other relevant components of the mission, local law enforcement and security agencies of South Sudan regarding the safety and security of the UN Police.
- Developing mechanisms for the collection and institutionalization of best practices and lessons learned by the Police Component;
- Performs other duties as are consistent with the mandate outlined by the relevant Security Council Resolutions and as may be required by the SRSG/DSRSG, relating to the management of UN Police Component.

### **COMPETENCIES:**

**Professionalism:** Shows pride in work and 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. Displays commitment to human rights and the ability to give the necessary prominence to human rights. In-depth knowledge of police procedures and management; strong organizational skills and a demonstrated ability to establish priorities and to plan, coordinate, and monitor the work of others. Understands theories, concepts and approaches relevant to democratic policing, law enforcement. Possesses ability to apply technical expertise to resolve police related issues and challenges. Strong managerial and analytical skills combined with good judgment.

**Planning and organizing:** Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans



and actions as necessary; uses time efficiently.

**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.

**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 improvements; does not accept the status quo; shows the courage to take unpopular stands.

**Judgment/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 Organization; 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) in law, police management, law enforcement, security studies, criminal justice, business or public administration, human resources management, change management (preferably in law enforcement), or related area. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree. Formal specialized advance training for command/senior staff is highly desirable. Graduation from a certified Police Academy or other national or international Law Enforcement Training Institution is required.

**Work Experience:** Candidate must be in active police service possessing a minimum of 15 years (17 years in absence of advanced university degree) of progressive and active policing service/experience at the field or national police headquarters level – required; 10 years of active police experience at senior policy making level, with extensive strategic planning and management experience in areas such as operations, crime management, police administration and police training and development; police human and/or financial resources management - required. Practical command experience of running a department or a region or a state level police unit – required. Practical operational experience in public order management with the use of crowd control or formed police units is desirable. Previous UN or international experience is an advantage.

**Rank:** Police Commissioner, Chief of Police, Deputy (Assistant) Inspector General, equivalent to the rank of Major General in the military or higher rank.

**Language:** Fluency in spoken and written English is required. Knowledge of a second UN language (Arabic) is required.

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Preference will be given to equally qualified women candidates.

Date of Issuance: 7 April 2020

In accordance with the Policy on Human Rights Screening of UN Personnel, all individuals who seek to serve with the United Nations are requested to make “self-attestation” that s/he has not committed any serious criminal offences and has not been involved in violations of international human rights or international humanitarian law. The exact wording of the self-attestation is outlined in para. 5.2 of the above mentioned Policy. The final decision on the selection of an individual to serve with the United Nations will also be subject to human rights screening.