No. 21023/13/2025-Pers Policy Government of India Ministry of Home Affairs [Police-II Division] Pers. Policy Section

North Block, New Delhi, 110001 Dated 16th June 2025

To

- 1. The Secretaries to Government of India
- 2. The Chief Secretaries and DsG(P) of all States / UTs.
- 3. The Directors IB/CBI/SVPNPA/SPG/NEPA/NICFS/CFSL/DCPW/NTRO.
- 4. The DsG -BSF/CRPF/ITBP/CISF/NSG/RPF/BPR&D/SSB/NCB/NIA/Assam Rifles

Subject:- Vacancy announcement for the posts of Community Policing Adviser, P-4; Investigation Adviser, P-4; and Logistics Adviser, P-4 in SPC, Brindisi, Italy – reg.

Sir/Madam,

Permanent Mission of India to United Nations has forwarded a communication from the UN seeking nomination of Police Officers in active service for appointment on secondment to the following Job opening

S.No	Post Title and level, Job	Organization and duty Station	No of posts
	opening number		
1	Community Policing Adviser, P-4	DEPARTMENT OF PEACE OPERATIONS	01
2	Investigations Adviser, P4	Brindisi	01
3	Logistics Adviser, P4		01

English and French are the working languages of the UN Secretariat. For the post advertised, fluency in oral and written English is required. Fluency in French is desirable

- 2. The job description along with the requisite eligibility criteria/qualifications for the above said posts are enclosed/attached with this letter for reference. It is strongly recommended that authorities carefully submit only those candidates/officers meeting all requirements for the position outlined in attached job opening. The requirements given in the Annexure-I must also be ensured.
- 3. Nomination of eligible and willing officers in the rank of SP/DIG for P-4 level, active in police service for the above said posts may be forwarded through proper channel to this Ministry by 10th August 2025 along with the requisite documents duly signed and completed in all respects as mentioned in Annexure-I & II. The nominations without Vigilance clearance and Cadre Clearance (for all Officers) from respective Ministries/Departments/State or UT/Organizations' shall be summarily rejected. Applications received through proper channel only i.e. through Home Department (State)/ approval of Head of Organization/ UT division in case of AGMUT cadre officers, will be entertained. Applications received after the deadline specified i.e. 10.08.2025 will not be considered.

- 4. The duly completed and signed Personal History Profile (P-11), Employment of Academic Certification (EAC), and Human Right Certificate along with forwarding letter including APAR/ACR grading of last five years (only grading, no need to send copy of ACR) of each nominated candidates are required to be submitted in separate files (PDF format only) through E-mail at police2-un@mha.gov.in and us-polfin6@mha.gov.in before the last date i.e. 10.08.2025.
- 5. As a part of digital India initiative, all the required documents are to be sent in digital mode only (to above mentioned email) and no hard/physical copies are required.
- 6. This issues with the approval of Competent Authority.

Encl: As above

Yours faithfully

(Shashi Bodh Mishra) SO (Pers Policy)

Tele: 23092527

Copy to:-

- 1. The Chief Secretaries of UTs and Commissioner of Police, Delhi :- Kindly note that the nominations are to be submitted through UT Division, MHA only.
- 2. Commissioner of Police Mumbai, Kolkata, Chennai and Bangalore:- kindly note that the nomination are to be forwarded through respective State Government only.
- 3. JS(UNP), MEA, JNB (A-wing), New Delhi-110011
- 4. DS (Police-I), MHA
- 5. SO (IT), MHA With the request to upload the above communication on MHA website (Police Division-II(Secondment vacancies) and also under "what's new".

Other requisite requirements

- A. United Nations Personal History Profile (PHP) form (P.11) duly completed typed(not hand-written) and signed by the nominated candidate.
- B. United Nations Employment and Academic Certification [attachment to personal history profile (P-11)] Form duly completed and signed by the nominated candidate as well as the relevant local / nominated authority. The EAC submitted without the signature of Designated Authority of concerned Force results in 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. If candidate wishes to apply for several posts, the separate EAC and PHP forms should be submitted for each post.
- C. Personal details as per Annexure-II along with APAR/ACR gradings of Last Five Years (Mandatory). No hard copies of ACR is required to sent.

D. Human Right Certificate (Performa Enclosed)

- E. No format other than the specimen enclosed (duly typed) will be entertained/accepted. Formats other than the prescribed one invites lot of observations from UNHQ(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.
- F. The nominations without Vigilance clearance and Cadre Clearance (for all Officers) from respective Ministries/Departments/State or UT/Organizations' shall be summarily rejected.
- G.Applications through proper channel only i.e. through Home Department (State) and approval of Head of Organization will be entertained. Applications received after the deadline specified will not be considered.
- H.Concerned authorities may please ensure and advice their officers not to make any direct queries with this ministry or UNHQ regarding selection. This ministry will not entertain personal queries from individual applicants.

BIO-DATA Proforma

ANNEXURE-II

- 1. Name of Post(s) Applied
- 2. Job Opening Number
- 3. Name of the Officer(as per official documents)
- 4. Designation/Rank, Organization, Pay scale/level
- 5. Present Place of Posting
- 6. In the case of officers on Deputation with other organization:-

Name of Parent Organization
Name of organization presently employed
Date of Deputation
Expected Date of repatriation to parent cadre/organization

- 7. NoC from Parent Cadre (if on deputation) mandatory :Yes/No/NA
- 8. Date of Birth
- 9. (a) Education qualification
 - (b) Required qualification as per applied job/posts(Yes/NO)
- 10. Date of Joining Police Service
- 11.Date of Superannuation
- 12. Service/Cadre/Batch:-
- 13. Previous UN Experience
- 14. Other Foreign/international Experiences
- 15 Contact Details: Telephone No

Office Residence Mobile

E-mail

- 16. APAR/ACR Gradings of Last 05 years (mandatory):-
- 17. Outstanding Achievements, if any
- 18. Last Five(years) work profile/experiences

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

Signature of applicant

Recent Passport Size Photograph

HR Certificate

(No any other language/format than mentioned below will be accepted)

"The Department/organization of is hereby confirming that Mr/Mrs has been neither convicted of, nor currently under investigation or being prosecuted for, any criminal or disciplinary offence, or any violations of international human rights law or international humanitarian law. The Department/Organization of also certifies that it is not aware of any allegations against the 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.

To be signed by an officer Not Below the Rank of DIG/Director





Vacancy Announcement for Positions in the Department of Peace Operations requiring official secondment from national governments of Member States of the United Nations Organization

VACANCY ANNOUNCEMENT NUMBER

DEADLINE FOR APPLICATIONS

POST TITLE AND LEVEL

DUTY STATION

ORGANIZATIONAL UNIT

INDICATIVE MINIMUM GROSS ANNUAL REMUNERATION

(NOT INCLUDING POST ADJUSTMENT)

2025-SPC-75918-DPO 30 August 2025 Community Policing Adviser, P-4 Brindisi, Italy Department of Peace Operations U.S. Dollars: 94, 268

CIRCULATION LIMITED TO MEMBER STATES. APPOINTMENTS ARE LIMITED TO SERVICE ON POSTS FINANCED BY THE SUPPORT ACCOUNT OF PEACE OPERATIONS.

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

RESPONSIBILITIES: The Community Policing Adviser will report to a Team Leader of the Standing Police Capacity (SPC), a UN Police mechanism for starting up police components in UN peace operations as well as assisting existing operations on a continual basis. It is envisaged that the incumbent will deploy to missions and be away from his/her duty station for variable durations, depending on operational needs. The incumbent will be responsible for developing and implementing a wide variety of community oriented policing principles and programmes as required within the terms of reference of respective SPC assignments in alignment with relevant United Nations policies, doctrines, directives, and guidelines related to Community-Oriented Policing and the Protection of Civilians (PoC). When at headquarters in Brindisi s/he will study and isolate best practices in community oriented policing at the national and international levels with a view to formulating precise activities that the SPC can support once deployed on the ground, noting the primary rationale of UN Police which is to build institutional police capacity in countries and environments affected by conflicts and post-conflict environments. This work will include developing and regularly updating a Community oriented Policing Conceptual and Operational Framework in collaboration with the Police Division of the Department of Peace Operations and UN Police operations in the field. S/he will identify potential new and existing field operations wherein either community oriented policing pilots and other programmes can be implemented by the UN in co-operation with relevant international and national partners, including donors, or where existing community oriented policing programmes can be enhanced and/or expanded with the special assistance and know-how of the SPC. When deployed in the field missions, the Community Policing Adviser will work closely with UN Police and other police-support and rule of law actors in the mission area to advise and support local law enforcement with community oriented policing activities. This work will involve making recommendations on how local law enforcement should be organized, structured, trained and resourced to support community oriented policing at all levels, with a particular focus towards enhancing the protection of civilians, particularly in conflict-affected environments where violence and crime often target women, children and other vulnerable groups.

COMPETENCIES:

Professionalism: Demonstrated mastery of theories, concepts and approaches relevant to democratic policing, law enforcement, community safety and institutional capacity-building; experience in community oriented policing concepts and methods. 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. 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. 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; 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.

QUALIFICATIONS:

Date of issuance: 4 June 2025

Education: Advanced university degree (Master's degree or equivalent) in law, social sciences, criminal justice or related field. A combination of a Bachelor's degree and extensive experience in police operational matters including community oriented policing may be accepted in lieu of the advanced degree. Graduation from a certified police academy or other law enforcement training facility is required. Work Experience: A minimum of seven years of progressively responsible experience in active national police service at the strategic, operational and administrative levels with the rank of Superintendent or Lt. Colonel, other service equivalent or higher rank is required. At least three years of specific experience in community-oriented policing, including participation in related operational activities, policy making and implementation is required. Peacekeeping or other international experience in the UN or other international organizations is desirable. Languages: English and French are the working languages of the UN. For the post advertised, fluency in oral and written English is required. Fluency in French is desirable.



Vacancy Announcement for Positions in the Department of Peace Operations requiring official secondment from national governments of Member States of the United Nations Organization

VACANCY ANNOUNCEMENT NUMBER
DEADLINE FOR APPLICATIONS
POST TITLE AND LEVEL
DUTY STATION
ORGANIZATIONAL UNIT
INDICATIVE MINIMUM GROSS ANNUAL
REMUNERATION (NOT INCLUDING POST ADJUSTMENT)

2025-SPC-75909-DPO 30 August 2025 Investigations Adviser, P-4 BRINDISI DEPARTMENT OF PEACE OPERATIONS U.S. Dollars 94,268

CIRCULATION LIMITED TO MEMBER STATES. APPOINTMENTS ARE LIMITED TO SERVICE ON POSTS FINANCED BY THE SUPPORT ACCOUNT OF PEACE OPERATIONS.

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

RESPONSIBILITIES: The Investigations Adviser reports directly to a Team Leader of the Standing Police Capacity (SPC), which is a UN Police mechanism for starting up police components in new UN peace operations as well as assisting existing operations on a continual basis. The incumbent is expected to be deployed to peace operations and serve temporarily away from his/her official duty station as required. The incumbent provides a wide spectrum of advisory and assistance in the field of combating crime, including organized crime and other emerging crime issues, especially in post-conflict environments. S/he provides expert advice and technical assistance on law enforcement investigative procedures, practices and techniques in support of the SPC's planning efficits at headquarters and during specific assignments in the field. The incumbent advises and supports all aspects of criminal investigations across a broad range of crime categories, including serious and transnational organized crime, with particular attention to crime scene management and forensic evidence. The incumbent also provides technical expertise on various phases of investigative interviewing, as well as investigative procedures such as pre-trial discovery, evidence collection and classification, evidential rules, and the identification and protection of crime scenes. When at the duty station, the incumbent contributes to Serious Crime Analysis and supports relevant studies and assessment of serious crime-related factors in coordination with SPC transnational and organized crime experts. These efficients are undertaken in relation to the mandates of respective UN Police components in UN peace operations. In this context, the incumbent plays a supportive role in determining contribution of the SPC to the investigation assistance provided to the UN Police in the field, and in strengthening the investigative capacity of national law enforcement agencies that the UN Police are tasked to assist. In the field, s/hc works closely with UN Police and national law enforcement authorities in mapping out threats to public security originating from serious crime incidents and gapsinlaw enforcement investigative capacity. The Investigations Adviser contributes to the development and supports the implementation of local programs and other activities aimed at strengthening the procedures and rules governing national law enforcement investigations of serious crimes, including the spectrum of transnational crime. From the perspective of building institutional law enforcement capacity in post-conflict environments, which is the strategic mission of UN Police, the incumbent seeks to support organizational and structural reforms within national law enforcement agencies, including the establishment of professional law enforcement investigative units, and advises the national police and other law enforcement officials in planning, developing, and implementing programs and activities to deal with full spectrum of crime, including transnational crime, and to provide specialized institutional capacity-building assistance in this area.

COMPETENCIES:

Professionalism: Knowledge of theories, concepts and approaches relevant to democratic policing, law enforcement, community safety and capacity-building; relevant knowledge of the conduct and performance of investigations in a national law enforcement agency, including in the field of combating transnational crime; knowledge of the current trends and developments in the field of investigations, in general and pertaining to transnational and organized crime. Good research, analytical and problem-solving skills; ability to identify and participate in the resolution of complex issues and problems. 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. 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. Teamwork: Works collaboratively with colleagues to achieve organizational goals; solicits input by genuincly 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.

QUALIFICATIONS:

Date of Issuance: 4 June 2025

Education: Advanced university degree (Master's degree or equivalent) in the applied sciences, social sciences, laws or other relevant field. A first level university degree with a relevant combination of academic qualifications and extensive experience in police operational matters, including crime investigations may be accepted in lieu of the advanced university degree. Graduation from a certified police academy or other law enforcement training institution is required.

Work Experience: A candidate must be in active police service possessing minimum of seven years (nine years in absence of advanced degree) of active law enforcement experience on a wide range of operational and administrative issues, including three years of managerial and policy-making experience in investigation of wide spectrum of crime, including serious crimes and transnational organized crimes, as well as crime scene management/forensics.

Experience in the use of modern Internet-based research methodologies and sources are required. Peacekeeping or other international experience in the UN or other organizations is desirable. Rank: Superintendent or Lt. Colonel, or other service equivalent or higher rank. Languages: English and French are the working languages of the UN. For the post advertised, fluency in oral and written English is required. Fluency in French is desirable.

Preference will be given to equally qualified women candidates





Nations Secretariat

Vacancy Announcement for Positions in the Department of Peace Operations requiring official secondment from national governments of Member States of the United Nations Organization

VACANCY ANNOUNCEMENT NUMBER
DEADLINE FOR APPLICATIONS
POST TITLE AND LEVEL
DUTY STATION
ORGANIZATIONAL UNIT
INDICATIVE MINIMUM GROSS ANNUAL
REMUNERATION (NOT INCLUDING POST ADJUSTMENT)

2025-SPC-75910-DPKO
30 August 2025
Logistics Adviser, P-4
BRINDISI
DEPARTMENT OF PEACE OPERATIONS
U.S. Dollars 94,268

CIRCULATION LIMITED TO MEMBER STATES. APPOINTMENTS ARE LIMITED TO SERVICE ON POSTS FINANCED BY THE SUPPORT ACCOUNT OF PEACE OPERATIONS.

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

RESPONSIBILITIES: Under the direct supervision of a Team Leader of the Standing Police Capacity (SPC), the Logistics Adviser provides expert advice, assistance and know-how in the field of logistics as pertaining to improving the overall effectiveness and efficiency of UNPOL and national law enforcement agencies, including equipment required and control by the Standing Police Capacity. The SPC is a UN Police mechanism for starting up police components in new UN peace operations as well as assisting existing operations on a continual basis. At its duty-station, the incumbent works with all staff and logistical and other administrative experts in the Department of Peacekeeping Operations to ensure that logistical planning for law enforcement is adequately included into the terms of reference of respective SPC assignments as well as other UN Police operations in the planning stage. This involves undertaking analyses and surveys of UN Police logistical needs and practices with a view to preparing a series of varied logistical support analyses and plans for the SPC to execute once deployed on the ground. The incumbent advises and assists UN Police and logistical experts in support of the purchasing, transport, delivery and storage of law enforcement equipment and material to the mission area, analyses the local environment to determine procurement and other logistical needs and possibilities for indigenous law enforcement and capital projects (infrastructure development, maintenance and full spectrum of assets management practices.). The incumbent compile material resource plans and makes recommendations on the short, medium and long-term equipment and material needs of UN Police in relation to their mandate, as well as specific recommendations on how UN Police, other international actors and local partners can assist in incrementally improving the base-line provision, repair, maintain, upgrade, replacement and collection of core equipment and material, including infrastructure development and maintenance, to indigenous law enforcement agencies with appropriate measures of transparency and accountability appropriately addressed. . She identifies and coordinates all possible sources of logistical assistance and funding to help realize the creation of base-line logistical capacity in local law enforcement agencies, including the creation and maintenance of a core fleet of vehicles, law enforcement personal gear, non-lethal and other weapons, crowd management equipment, communications systems, training and other policing facilities and equipment and others as required with full understanding of the standards that are essential for individual safety and safeguards to the environment. S/he will also take control over equipment, transport and infrastructures used or required by the Standing Police Capacity in Brindisi.

COMPETENCIES:

Professionalism: Knowledge of theories, concepts and approaches relevant to democratic policing, law enforcement, community safety, capacity-building, logistics and infrastructures in the field of law enforcement; good research, analytical and problem-solving skills; ability to identify and participate in the resolution of complex issues and problems; ability to provide sound advice and assistance to the UN Police on logistics and capital projects aspects, such as procurements procedures to procure and maintain equipment, materials and buildings to the mission area and for local use in Brindisi. 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. **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. **Technological Awareness:** Keeps abreast of available technology; understands applicability and limitation of technology to the work of the office; actively seeks to apply technology to appropriate tasks; shows willingness to learn modern technology.

QUALIFICATIONS:

Date of issuance: 04 June 2025

Education: Advanced university degree (Master's degree or equivalent) in the applied sciences, public administration, business management or other relevant field. A first level university degree with a relevant combination of academic qualifications and extensive experience in law enforcement operational matters, including logistical support or procurement may be accepted in lieu of the advanced university degree. Graduation from a certified police academy or other law enforcement training facility is required.

Work Experience: A minimum of seven years of progressively responsible experience in active national police or other law enforcement agency with a rank of Superintendent or Lt. Colonel, other service equivalent or higher rank is required including five years of experience in capital projects (new projects and maintenance) and logistical management (budget, procurement, assets management, replacements, losses, decommissioning, etc.) for law enforcement agencies. Experience in the use of modern Internet-based research methodologies and sources is desirable. Peacekeeping or other international experience in the UN or other organizations is desirable. Languages: English and French are the working languages of the UN. For the advertised post, fluency in oral and written English is required. Knowledge of another UN official language is desirable.

NOMINATION PROCEDURES FOR PROFESSIONAL CONTRACTED POSITIONS IN UNITED NATIONS POLICE COMPONENTS IN PEACEKEEPING OPERATIONS, SPECIAL POLITICAL MISSIONS OR OTHER UN ENTITIES REQUIRING OFFICIAL SECONDMENT FROM NATIONAL GOVERNMENTS OF UN MEMBER STATES

Outlined below are the procedures to be followed by Permanent Missions for the presentation of candidates to professional contracted posts requiring secondment from active police services, which are open for recruitment within UN peacekeeping operations, special political missions or other UN entities. In the interest of promoting an orderly process and to avoid delay in the consideration of applications, Permanent Missions are respectfully requested to adhere closely to these procedures.

- 1. The above-mentioned posts are reserved only for the candidates nominated by Member States through their Permanent Missions to the United Nations. Candidates applying independently will not be considered. It is requested that applications be submitted as soon as possible but not later than the deadline specified in the Job Opening. Applications received after the deadline will not be considered.
- 2. Nomination of currently serving active-duty seconded officers on a United Nations staff contract will not be considered.
- 3. Candidates who have previously served as active-duty seconded personnel, may reapply for another seconded position in the United Nations after a break in service for at least one year from their last secondment under a UN staff contract.
- 4. It should be noted that during their secondment to the United Nations, police personnel are not eligible for reassignment or transfer to any other seconded position in the Department of Peace Operations (DPO) or other parts of the UN Secretariat. Active-duty seconded personnel may serve under a UN staff contract for a period of up to three years (cumulative), which, in exceptional cases, can be extended for a fourth and final year subject to operational needs and satisfactory performance. This service limit includes periods of any prior services with the United Nations as an active-duty seconded officer under a UN staff contract.
- 5. All nominations must be forwarded in one single submission using a duly completed typed (not hand-written) and signed United Nations Personal History Form (P-11) along with Academic and Employment Certification Form (EAC), which is attachment to P-11 form. EAC must be duly completed and signed by the nominated candidate and stamped by relevant Member State's national authority. Applications using other formats will not be accepted. For the convenience of the Permanent Mission, a P-11 form and EAC are enclosed as samples to be photocopied as needed.
- 6. In the event a candidate wishes to be recommended for several posts, he/she must list each post in section 2 "Position/s to which you are applying" of the EAC. Candidate needs to submit only one PHP and one EAC even if they apply for several positions.
- 7. Selection for service with the United Nations is made on a competitive basis. It is therefore essential that all application documents be completed with a view to presenting the candidates' qualifications and experiences as they relate to the requirements as set out in the relevant Job Opening.
- 8. As per the Secretary-General's Report at the 79th Session of the General Assembly on implementation of the recommendations of the Special Committee (C-34) on Peacekeeping Operations (A/79/553/Add. 1), to reduce the overall time of recruitment campaigns, the

- Secretariat encourages the timely submission of application documentation according to the established requirements and a limit of the number of nominations to two candidates per post. In this regard, the Member States are requested to limit overall number of nominations for this post to two applicants, including a woman candidate.
- 9. In accordance with the Policy on Human Rights Screening of UN Personnel, Permanent Mission is requested to provide human rights certification for all nominees. The following language must be included in a nomination note verbal: "The Government of is hereby confirming that none of the nominated candidates has 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 or international humanitarian law. The Government of also certifies that it is not aware of any allegations against the 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."
- 10. 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 self-attestation must be attached to the P-11 form and contain the following wording: "I attest that I have not committed, been convicted of, nor prosecuted for, any criminal or disciplinary offence. I attest that I have not been involved, by act or omission, in any violation of human rights law or international humanitarian law." The applications without signed individual self-attestations will not be accepted.
- 11. The Government is also requested to certify that there was no corruption or fraud in the nomination procedures of police officers on secondment to the United Nations.
- 12. Permanent Mission is requested to confirm the level of the educational degree obtained by each nominee, or it's equivalency to a 1st or other level university degree.
- 13. Rank in application form (EAC) should be outlined in candidate's original language with literal translation in English. No equating to military ranks should be made.
- 14. Permanent Mission is requested to present their candidates in accordance with the deadline date specified in the Job Opening, under cover of a note verbale listing the names of the candidates, post title(s) they are nominated for and the corresponding vacancy announcements.
- 15. Applications must be forwarded by e-mail to the Police Division Selection and Recruitment Section, Office of Rule and Law and Security Institutions, Department of Peace Operations on the following e-mail address: oschepkov@un.org in accordance with the specific directions in the relevant Note Verbale. In the event the size of the e-mail with attachments is too big to be submitted in one single message, then the message can be divided into few parts. The first part should clearly indicate the total number of submissions that will follow.
- 16. Upon receipt of the applications, the Recruitment Officer, whose e-mail is provided above, will acknowledge the receipt of the documents.
- 17. Communication regarding this process will be maintained through the Permanent Mission only. No personal queries from individual applicants will be entertained.

HEADQUARTERS | SIEGE | NEW YORK, NY 10017

REFERENCE: DPO/OROLSI/PD/2025/0133

The Secretariat of the United Nations presents its compliments to the Permanent Mission of Member State to the United Nations and has the honor to refer to the requirement for the services of Police Officers in active service. In this regard, the Department of Peace Operations (DPO) is seeking the nomination of candidates for appointment on secondment to the United Nations Mission within the Police Division Standing Police Capacity (SPC) in Brindisi for an initial period of one year with a possibility of extension in that position for a second and third year. In exceptional circumstances, the secondment to the positions may be extended for a fourth year, but not longer. Posts are available through the issuance of the following Job Openings: 2025-SPC-75918-DPO, 2025-SPC-75909-DPO and 2025-SPC-75910-DPO posted on 4 June 2025. The closing date for the Job Openings is 30 August 2025.

The nomination procedures together with all forms to be completed are included in this package. It is kindly requested that all documentation be submitted electronically to the Selection and Recruitment Section (SRS) to the following email address: oschepkov@un.org.

Applications received after the deadline specified on the Job Opening will not be accepted.

In as much as the posts require the expertise of police officers in active service, the Permanent Mission of Member State is kindly requested to confirm that selected candidate(s) will be released, in a timely manner, from their national police service obligations for service with the United Nations. The Permanent Mission of Member State is also requested to ensure that the rank of each candidate submitted is clearly indicated on the application.

In addition, it is strongly recommended that the Permanent Mission of Member State carefully submits only those candidates meeting all requirements for the positions as described in the Job Opening.

The United Nations Secretariat would like to inform the Permanent Mission of Member State that in an effort to streamline and expedite the procedures of recruiting seconded officers, candidates approved for placement in the roster, may be selected for positions with similar functions (same functional title and level), without a new Job Opening being issued. Candidates shall be retained in the roster for a period of two years after the first day of the month following the selection decision by the Head of the Department.

It should be noted that during their secondment to the United Nations, police personnel are not eligible for reassignment or transfer to any other seconded position within the peace operations or the UN Secretariat. Active-duty seconded personnel may serve under a UN staff contract for a period of up to three years (cumulative), which, in exceptional cases, can be extended for a fourth and final year subject to operational needs and satisfactory performance. This service limit includes periods of any prior services with the United Nations as an active-duty seconded officer under a UN staff contract.

Candidates who have previously served as active-duty seconded personnel may reapply after a break in service of at least one year from their last secondment under a UN staff contract, subject to the contract limitation as indicated above.

Nominations of currently serving active-duty seconded police personnel on a UN staff contract will not be considered.

Candidates must meet all the requirements of the Job Opening at the time of nomination in order to be considered for the position.

Nomination of women candidates is strongly encouraged.

The Secretariat wishes to reiterate that promoting and encouraging respect for human rights is a

HEADQUARTERS | SIEGE | NEW YORK, NY 10017

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 United Nations Secretariat would like to avail of this opportunity to inform the Permanent Mission of Member State that staff members are subject to the authority of the Secretary-General and thereby are subject to the United Nations Staff Regulations and Staff Rules. In this context your attention is drawn to Staff Regulation 1.2 (j), whereby "[n]o staff member shall accept any honor, decoration, favor, gift or remuneration from any Government".

The Permanent Mission of Member State is encouraged to nominate qualified women candidates.

This request is being transmitted to all Member States.

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.

05 June 2025

UNITED NATIONS

Employment and Academic Certification

Attachment to Personal History Profile (P11)

For guidance on the submission package you may refer to the briefing material "How to prepare the submission".

Middle names:

Gender: M/F

A. TO BE COMPLETED BY CANDIDATE (from sections 1 to 11):

Given name:

PERSONAL DATA:

Family Name:

e-mail add	ress:			
	ION/S TO WHICH YOU ARE APP	LYING:	1	
Title:			Job Opening Nu	ımber:
1.				
2.				
3.				
•••				
3. MILITA	ARY SERVICE HISTORY / POLICE	CEDVICE LIST	ODV	
				envise /for police officers).
Date of Co	ommission (for military officers)	or date of enii	simeni/entry to se	ervice (for police officers):
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Currentra	The Bate East Fromov		otion to next rank	_
		promotion to next rank		Carrenerank
Branch/Co	prp/Mustering	I		
Sub Specia	alisation/additional qualification	S		
Are you cu	urrently working for the United	Nations?		
Yes □		No □		
If yes, plea	ase explain:			
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	PLACE AND COUTNRY. Please	FROM:	TO:	RANK and DEGREES OBTAINED:
	give complete address.	Month/Yea		
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	similar military officer			NAIN OBTAINED.
	institution) - name and			
	address:			DEGREE OBTAINED:
Military	Command and Staff College			RANK OBTAINED:
or	(and/or similar military			
Police	officers institutions) - name			
Degrees	and address:			DEGREE OBTAINED:

Police Academy (and/or similar law enforcement training institution) - name		RANK OBTAINED:
and address:		DEGREE OBTAINED:

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	ARY AND/OR POLICE TRAINI			-
Name of C	ourse	Date attended: FROM mm/yy- To mm/yy	Institution O	

mm/yy- TO	Mission/ Operation/Locati on	Position/title (Milob, HQ Staff, Contgt, Adviser, International Police Officer (IPO), Police Adviser, FPU Officer, Professional Post or Above)	Description of duties
	· ·	Contgt, Adviser, International Police Officer (IPO), Police Adviser, FPU Officer, Professional Post or	
mm/yy (on	International Police Officer (IPO), Police Adviser, FPU Officer, Professional Post or	
		Officer (IPO), Police Adviser, FPU Officer, Professional Post or	
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		Professional Post or	
		Above)	

	XPERIENCE (at Battalion/e	quivalent level or above	when applying for position at the P5 level
and above):	ost recent experience and	list in reverse order	
Dates FROM	Unit level: Company/	Unit/Position/Org	Significant Unit Activities
mm/yy- TO	Battalion/ Brigade/	ome resident of g	Significant offic Activities
mm/yy	Division or equivalent.		
	Police Command		
	Experience		
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	POST	/S YOU ARE AF	PPLYING:
Start with your m	ost recent experience and	list in reverse order	
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10. Additional Con	nments:	
understand the	at any misrepresentation	e in answer to the foregoing questions are complete and correct. I or material omission made on a Personal History form or other n renders a candidate ineligible for further consideration.
I declare that I have prosecuted for any violations (driving v this purpose). I dec	e never committed, been c criminal, human rights, civ vhile intoxicated or dange	onvicted of and am not currently under investigation or being vil action or disciplinary offence, with the exception of minor traffic rous or careless driving are not considered minor traffic violations for any violation of
I am not able to att	est to the proceeding parc	agraphs for the following reasons:
Date	Signature	
Do not, however, s	end any documentary evic ubmit the original texts of	ntary evidence which supports the statements you have made above. dence until you have been asked to do so by the Organization and, in references or testimonials unless they have been obtained for the

B. TO BE COMPLETED BY THE RELEVANT LOCAL AUTHORITY:
On behalf of
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

PLEASE NOTE: An incomplete or unsigned form will <u>not</u> be accepted

EMPLOYMENT RECORD - SUPPLEMENTARY SHEET

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.

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P.11/C (8-00)

EMPLOYMENT RECORD - SUPPLEMENTARY SHEET

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.

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2 P.11/C (8-00)

INSTRUCTIONS

Please answer each question clearly and



Do not Write in This Space

completely. TYPE OR PR Read carefully and follow	INT LEGIBLY		PER	SONAL 1	HISTORY			
1. Family name	First name	:		Middle name		Maiden	name, if any	
Date of (day/month/yr) Birth Height 8. Weight	Place of birth Marital Sta	tus:	. Nationality	y(ies) at birth	5. Present Nationali	ty(ies)	6. Sex	
10. Entry into United Nations (a) Are there any limitatio	ns on your ability t	perform in you	any area of the r prospective fi	eld of work?	YES NO	t have resp	Divorced onsibilities.	
(b) Are there any limitation 11. Permanent address	ns on your ability to		nt address	ES L NO	13.	Office Te	lephone No.	
Telephone No. ()		Telephone	e/Fax No. ()	14.	Office Fa	x No.	
15. Do you have any dependent	t children? YES		If the answer	is "ves" give the	E-n	nail:		
Name of Children		of Birth (day/m		Place of B		tionality	Ge	nder
15. (a) Name of Spouse								
16. Have you taken up legal per If answer is "yes", which co		tatus in any coun	ntry other than	that of your natio	onality? YES	NO [_ '	
17. Have you taken any legal s If answer is "yes", explain		ng your present	nationality?	YES 🗌	NO 🗌			
18. Are any of your relatives en If answer is "yes", give the	following informa			YES 🗌	NO 🗌		10	
NA	ME		Relati	onship	Name of	Internation	nal Organization	
19. What is your preferred field	of work?		<u>I</u>	I				
20. Would you accept employm YES NO			with U.N.		NO If so, who		t and/or undergone	any tests
22. KNOWLEDGE OF LANGUOTHER LANGUAGES	JAGES. What is yo REAI		wR1	TF	SPEAK		UNDERST	TAND
OTHER EMINGONGES		Not Easily	Easily	Not Easily		luently	Easily	Not Easily
23. For clerical grades only Indicate speed in words per minut	te				List any office made			l
	English Free	nch	Other lang	uages	comparer program	iics you	use.	
Typing								
Shorthand								

A. University or equiv NAME, PLACE AND			t titles of degrees in	original language. Fie	ease do no	t translate o	r equate to other degrees.
		ATTENDE	O FROM/TO	DEGREES and A	ACADEM	IIC .	MAIN COURSE OF STUDY
Please give comple		Month/Year	Month/Year	DISTINCTIONS			MAIN COOKSE OF STODT
B. SCHOOLS OR	OTHER FORMA	L TRAINING	OR EDUCATIO	N FROM AGE 14 (6	e.g., high	school, te	chnical school or apprenticeship)
NAME, PLACE AND				YEARS ATT		,	CERTIFICATES OR DIPLOMAS
Please give comple	ete address.	1 Y	'PE	FROM		O'	OBTAINED
25. LIST PROFESSION	AL SOCIETIES AN	 ND ACTIVITIE:	S IN CIVIC. PUBLI	C OR INTERNATION	NAL AFF.	AIRS	
			,,,				
26. LIST ANY SIGNIF	ICANT PUBLICAT	TIONS YOU HA	VE WRITTEN (E	O NOT ATTACH)			
27 EMDLOVMENT DE	CORD, Stanting wi	th vous success s	and list in DEVEDS	'E ODDED avant annul	larmant r	on horro hod	. Use a separate block for each post.
Include also service i	in the armed forces	and note any per	riod dymina which we	SE OKDEK every empi	mployed	If you need	. Ose a separate block for each post.
the same size. Give			iod during which yo	u were not gainfully er	impioyeu.		more space, attach additional pages of
	both gross and het s	alaries per annui			inployed.		more space, attach additional pages of
A PRESENT PO			m for your last or pr	esent post.	inployed.		more space, attach additional pages of
	ST (LAST POST, I		m for your last or pr	MENT)		EXACT TI	more space, attach additional pages of FLE OF YOUR POST:
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	ST (LAST POST, I	F NOT PRESEN	m for your last or pr	MENT)		EXACT TI	
FROM	ST (LAST POST, I	F NOT PRESEN	m for your last or pr NTLY IN EMPLOY SALARIES	MENT) PER ANNUM		EXACT TI	
FROM MONTH/YEAR NAME OF EMPLOYER:	ST (LAST POST, I TO MONTH/YEAR	F NOT PRESEN	m for your last or pr NTLY IN EMPLOY SALARIES	PER ANNUM FINAL TYPE OF BUSINE	ESS	EXACT TI	
FROM MONTH/YEAR	ST (LAST POST, I TO MONTH/YEAR	F NOT PRESEN	m for your last or pr NTLY IN EMPLOY SALARIES	MENT) PER ANNUM FINAL	ESS	EXACT TI	
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FROM MONTH/YEAR NAME OF EMPLOYER:	ST (LAST POST, I TO MONTH/YEAR	F NOT PRESEN	m for your last or pr NTLY IN EMPLOY SALARIES RTING	PER ANNUM FINAL TYPE OF BUSINE NAME OF SUPER NO. AND KIND C SUPERVISED BY	ESS RVISOR DF EMPLO		TLE OF YOUR POST:
FROM MONTH/YEAR NAME OF EMPLOYER:	ST (LAST POST, I TO MONTH/YEAR	F NOT PRESEN	m for your last or pr NTLY IN EMPLOY SALARIES RTING	PER ANNUM FINAL TYPE OF BUSINE NAME OF SUPER NO. AND KIND C SUPERVISED BY	ESS RVISOR DF EMPLO		TLE OF YOUR POST:
FROM MONTH/YEAR NAME OF EMPLOYER:	ST (LAST POST, I TO MONTH/YEAR	F NOT PRESEN	m for your last or pr NTLY IN EMPLOY SALARIES RTING	PER ANNUM FINAL TYPE OF BUSINE NAME OF SUPER NO. AND KIND C SUPERVISED BY	ESS RVISOR DF EMPLO		TLE OF YOUR POST:

B PREVIOUS POSTS (IN REVERSE	UD DED /

FROM TO SALARIES PER ANNUM			EXACT TITLE OF YOUR POST:					
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL					
NAME OF EMPLO	DYER:			TYPE OF BUSINESS:				
ADDRESS OF EM	PLOYER:			NAME OF SUPERVISOR:				
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:	REASON FOR LEAVING:			
]	DESCRIPTION OF Y	YOUR DUTIES				
FROM TO SALARIES PER ANNUM				EXACT TITLE OF YOUR POST:				
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL					
				7				
NAME OF EMPLOYER:				TYPE OF BUSINESS:				
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:				
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:	REASON FOR LEAVING:			
		1	DESCRIPTION OF Y	YOUR DUTIES				
FROM	ТО	SALARIES I	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 REASON FOR LEAVING: SUPERVISED BY YOU:				
		1	DESCRIPTION OF Y	YOUR DUTIES	•			
	DESCRIPTION OF TOUR DUTIES							

28. HAVE YOU ANY OBJECTIONS TO OUR MAKING INQUIRIES OF YOUR PRESENT EMPLOYER? YES NO						
29. ARE YOU NOW OR HAVE YOU EVER BEEN A CIVIL SERVANT IN YOUR GOVERNMENT'S EMPLOY? YES NO 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. Do not repeat names of supervisors listed under Item 27.						
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 NO 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 NO						
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.						

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PERMANENT MISSION OF

					OMS
					Community Policing
					Adviser, P-4
	LAST NAME	FIRST NAME	Gender RANK	Date of Commission or of	2025-SPC-75918-DPO
			M/F	Enlistment	
1					
2					
3					
4					
5					
9					

Total number of candidates:

^{*} No applications will be accepted after the deadline.

^{**} Incomplete submissions will not be accepted.

^{***} Submissions that are faxed or mailed will not be accepted.

Military and Police Officers in active service for posts in DPKO and DFS

PERMANENT MISSION OF

SPC	Logistics Adviser P-4	2025-SPC-75910-DPO				
SPC	nvestigation Adviser P-4	025-SPC-75909-DPO				

^{*} No applications will be accepted after the deadline.

^{**} Incomplete submissions will not be accepted.

 $^{^{***}}$ Submissions that are faxed or mailed will not be accepted.

List of posts advertised in the 2024 campaign						
	Office	Title	Reference			
1	SPC	Chief SPC, D-1 (1 post)	2024-SPC-75903-DPO			
2	SPC	Team Leader, P-5 (1 post)	2024-SPC-75905-DPO			
3	SPC	Reform Adviser, P-4 (1 post)	2024-SPC-75911-DPO			
4	SPC	Transnational Crime Adviser, P-4 (1 post)	2024-SPC-75914-DPO			
5	SPC	Community Policing Officer, P-3 (1 post)	2024-SPC-75924-DPO			
6	SPC	Logistics Planning Officer, P-3 (1 post)	2024-SPC-78773-DPO			