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**Home New Delhi** 

- The Chief Secretaries and DsG (P)s of all States / UTs 1.
- Directors IB/GBI/SVP PA/SPG/NEPA/NICFS/CFSL/ 2.

DCPW/NCRB.

DsG - BSF/CRPF/ITBP/CISF/NSG/RPF/BPR&D/SSB

/NCB/NIA/Assam Rifles (Through LOAR)

Commissioner of Police Delhi.

2 8 SEF 7015

UT Division, MHA

No.21023/39/2015-PMA

Dated the  $\frac{\pi}{2}$  September, 2015

DIRECTOR C NEW DELH Subject :- Job Opening: Senior Police Coordinator (P-5) in United Nations Assistance Mission in Somalia (UNSOM) - Job opening Number : 2015-UNSOM-DPKO.

UNDPKO through PMI to UN has sought the nomination of Individual Police Officers for the position of Senior Police Coordinator (P-5) United Nations Assistance Mission in Somalia (UNOM) for an initial period of 12 months (extendible) :-

Number of post

Not mentioned. P-5, [DIG/IG]

Level of Post

Organization

UNSOM

Duration

12 Months (extendible)

Job Opening number

2015-UNSOM-DPKO

# 10.17 QUALIFICATIONS

Education: Advance university degree Masters or equivalent) in the field of police science, criminal justice, law, business administration, international security studies or other relevant field. First level university degree with a combination of relevant academic qualifications, professional training and experience may be accepted in lieu of the advanced degree. Graduation from a police academy or similar law enforcement training institution is required.

Experience: Minimum of 10 years (12 years in absence of advanced degree) of relevant, progressive responsible experience in law enforcement in a national law enforcement agency at the strategic, operational and managerial level. Experience coordinating stakeholders in an international environment is desirable. Experience working for, or collaborating with, a regional organization is desirable.

Language Proficiency in English language (both oral and written) is required. Knowledge of Somali or Arabic would be an advantage. Preference will be given to equally qualified women candidates.

Person 20 Sys

Date OS/10/15

- 2. It is requested that nomination of **eligible and willing officer** of the level of **DIG/IsG (P-5)** may be submitted to this Ministry by <u>12<sup>th</sup> October</u>, <u>2015</u> along with the following documents 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 [attachment to personal history profile (P-11)] Form duly completed and signed by the nominated candidate as well as the relevant local authority.
  - iii. Personal details as per Annexure-I.
- 3. The nominated officers may be advised to send the above document as per the format enclosed through electronic mail at e-mail address (uspma@nic.in or sopma@nic.in).
- 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/EAC 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. It may please be ensured that the nominees are clear from Vigilance angle.

6. No direct application will be entertained.

( Raman Kumar)

Under Secretary to the Government of India

**123093443** 

## Copy to

(3(4))

Commissioner of Police .
 Mumbai, Kolkatta, Chennai and Bangalore.

It is requested to forward the nominations of eligible and willing officers though State Government only.

2. SO (IT), MHA - With the request to upload the above communication on MHA website.

(Raman Kumar)

Under Secretary to the Government of India

**23093443 23093443** 

墨:23093750/2398

'a:uspma@nic.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/organisation 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
- 9. Service/Cadre/Batch
- 10. Educational Qualification
- 11. Previous UN experience

Telephone No.

- a. Office
- b. Residence
- c. Mobile No
- d. Fax No.
- e. E-mail id

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

(Signature of the applicant)

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# UNITED NATIONS



#### NATIONS UNIES

2015 SEP 10 A 11: 15

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DPKO/OROLSJ/PD/2015/1008

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 of one year to the United Nations Assistance Mission in Somalia (UNSOM), for the position of Senior Police Coordinator (P-5). Any further contract extension can be granted on an exceptional basis provided there is a mission mandate requirement and the incumbent displays 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 posts for which the Secretariat is seeking qualified applicants are provided in the attached Job Opening/s 2015-UNSOM -DPKO. Also attached are the "Application Procedures for Position in United Nations Police Components in Peacekeeping Operations and Special Political Mission Requiring Official Secondment form National Governments of Member States of the United Nations".

The Secretarial kindly requests the Permanent Mission to submit a separate application for each nominee for each Joh Opening's to the Selection and Recruitment Section/Police Division/OROLSI/DPKO, DC-1, 7th floor, Room 0706, in accordance with the above-referenced procedure, 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.

1300

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#### UNITED NATIONS



The Secretariat wishes to inform that 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 one year and if recommended for deployment, further arrangements will be coordinated with the Permanent Mission in due course.

The Sccretariat wishes to outline that it is the responsibility of the Government to ensure that each candidate it nominates has not 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. 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 the responsibilities of those personnel who are appointed to serve in United Nations peacekeeping 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 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.

9 September 2015







Job Openiug for Position requiring official secondment
from national governments of Member States of the United Nations Organization
Appointments are timulal to secure our posts finalized by
the support account of pagether ping openations

Post title and level

Organizational Unit

**Duty Station** 

Reporting to

Duration

Deadline for applications

Job Opening number

Senior Police Coordinator, P-5

United Nations Assistance Mission in Somalia, UNSOM

Mogadishu

**UNSOM Police Commissioner** 

12 Month (extendible)

16 October 2015

2015-UNSOM-----DPKO

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

#### RESPONSIBILITIES:

Under the general guidance and direction of the UNSOM Police Commissioner, and within the limits of delegated authority, the Senior Police Coordinator will be responsible for, but not limited to, the performance of the following duties:

- Act as the UN Police Section focal point for Peacebuilding and Statebuilding Goal (PSG) 2—Security
  of the Somali Compact and lead the coordination efforts of the Police Working Group (PWG) under
  PSG 2, including providing strategic direction to the PWG and ensuring the participation of all
  relevant national, regional and international partners.
- Ensure smooth and timely coordination among the UN Police Section, the AMISOM Police Component, with the framework of the Joint Concept of Cooperation, and the Somali Police Force (SPF) and relevant Government officials through, inter alia, coordination meetings, information sharing and the promotion of joint activities.
- Act as the focal point for donor coordination, establish and maintain good relations with donors
  through meetings and information sharing, including through maintaining donor matrices, and support
  resource mobilization for needs and projects identified in the PWG.
- Listablish, liaise and maintain good working relations with UNSOM and UNSOA relevant Units and Sections, UNCT and other partners including through the promotion of joint initiatives, as appropriate.
- Produce timely reports, briefings and other written products relating to the outcomes, activities and assessment of coordination mechanisms, as needed.
- Advise the UN Police Section, ROLSIG and other stakeholders on police-related topics, as appropriate.
- Conduct assessments and fact-finding missions, as needed.
- Perform any other tasks as required.



#### 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 niotivated by professional rather than personal concerns; Shows persistence when faced with difficult problems or challenges; Remains calm in stressful situations.
- Planning & 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.
- Communications: Speaks and writes clearly and effectively; Listens to others, correctly interprets
  messages from others and responds appropriately; Asks questions to clarify, and exhibits interest in
  having two-way communication; Tailors language, tone, style and format to match sudience;
  Demonstrates openness in sharing information and keeping people informed.
- Teamwork: Works collaboratively with colleagues to achieve organizational goals; Solicits input by
  genuinely valuing other's ideas and expertise is willing to learn from others; Place 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.
- Leadership: Serves as role model that other people want to follow; lanpowers others to translate vision into results; Is proactive in developing strategies to accomplish objectives; Establishes and maintains relationship with a broad range of people to understand needs and gain support; Anticipates and resolves conflicts by pursuing mutually agreeable solutions; Drives for change and improvement; does not accept status quo; Show the courage to take unpopular stands.

#### QUALIFICATIONS:

- Education: Advance university degree (Masters or equivalent) in the field of police science, criminal justice, law, business administration, international security studies or other relevant field. First level university degree with a combination of relevant academic qualifications, professional training and experience may be accepted in lieu of the advanced degree. Graduation from a police academy or similar law enforcement training institution is required.
- Experience: Minimum of 10 years (12 years in absence of advanced degree) of relevant, progressive responsible experience in law enforcement in a national law enforcement agency at the strategic, operational and managerial level. Experience coordinating stakeholders in an international environment is desirable. Experience working for, or collaborating with, a regional organization is desirable.
- Rank: Must hold the rank of at least a Superintendent of Police (equivalent to a Licutenant Colonel in the military).
- Language: Proficiency in English language (both oral and written) is required. Knowledge of Somali or Arabic would be an advantage.

Preference will be given to equally qualified women candidates.

Date of Issuance: 8 September 2015

http://www.un.org/en/pencekecping/sites/police







Job Opening for Posttlon requiring official secondment

Jrom national governments of Memilier States of the United Nations Organization;

Apprintments are trivited to service on posts financed by

the support account of peacekeeping operations

Post title and level

Organizational Unit

Duty Station Reporting to

Duration

Deadline for applications

Job Opening number

Senior Police Coordinator, P-5

United Nations Assistance Mission in Somalia, UNSOM

Mogadishu

UNSOM Police Commissioner

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2015-UNSOM------DPKO

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#### QUALIFICATIONS:

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- Experience: Minimum of 10 years (12 years in absence of advanced degree) of relevant, progressive responsible experience in law enforcement in a national law enforcement agency at the strategic, operational and managerial level. Experience coordinating stakeholders in an international environment is desirable. Experience working for, or collaborating with, a regional organization is desirable.
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- Language: Proficiency in English language (both oral and written) is required. Knowledge of Somali or Arabic would be an advantage.

Preference will be given to equally qualified women candidates.

Date of Issuance: 8 September 2015

http://www.un.org/en/peacekeeping/siles/police

# APPLICATION PROCEDURES FOR PROFESSIONAL CONTRACTED POSITIONS IN UNITED NATIONS POLICE COMPONENTS IN PEACEKEPING OPERATIONS OR SPECIAL POLITICAL MISSIONS 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 posts requiring secondment from active police services, which are open for recruitment within UN peacekeeping operations or special political missions. 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 candidates recommended 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 deadline specified in each Job Opening announcement. Applications received after the deadline will not be considered.
- 2. All applications must be submitted in a duly completed typed (not hand-written) and signed United Nations Personal History Form (P.11) along with Academic and Employment Certification Form (attachment to P-11 form). Applications using other formats will not be accepted, but additional information may be attached to the P. 11. For the convenience of the Permanent Mission, a P-11 form and attachment are enclosed as samples to be photocopied as needed.
- 3. Selection for service with the United Nations is made on a competitive basis. It is therefore essential that all the Personal History Forms 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. In the event a Permanent Mission wishes to recommend a candidate for several posts, a separate Personal History Form should be submitted for each post.
- 4. In accordance with the new 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.
- 5. Permanent Mission are requested to present their candidates in one single submission, 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.
- 6. Applications must be hand-delivered by Permanent Mission to the Police Division Selection and Recruitment Section, Office of Rule and Law and Security Institutions, Department of Peacekeeping Operations at 1 UN Plaza, 7th floor, room DC1 -0776, in accordance with the specific directions in the relevant Note Verbale.
- 7. Upon delivery of the applications, the Selections and Recruitment Section will acknowledge the receipt to the individual making the delivery.
- 8. Communication regarding this process will be through the Permanent Mission only. The Secretariat will not entertain personal queries from individual applicants.



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INSTRUCTIONS			<b>1</b> .	Do not Write in This Space
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completely. TYPE OR PRINT LEGIBLY.		-		
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NAME, PLACE AND COUNTRY DEGREES and ACADEMIC DISTINCTIONS OBTAINED MAIN COURSE OF STUDY ATTENDED PROMITO Month/Year | Month/Year Please give complete address. B. SCHOOLS OR OTHER FORMAL TRAINING OR EDUCATION FROM AGE 14 (e.g., high school, technical school or apprenticeship) CERTIFICATES OR DIPLOMAS YEARS ATTENDED NAME, PLACE AND COUNTRY TYPE ORIVINED Please give complete address. FROM 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 enabloyment you have had. Use a separate block for each post. Include also service in the armed forces will note any period during which you were not goinfully employed. If you need more space, attach additional pages of the same size. Give both gross and net anterior per annum for your last or present post. PRESENT POST (LAST POST, IF NOT PRESENTLY IN EMPLOYMENT) EXACT TITLE OF YOUR POST: то SALARIES PER ANNUM FROM STAKTING MONTIVYTAR MONTHYEAR FINAL. TYPR OF BUSINESS NAME OF EMPLOYER: ADDRESS OF EMPLOYER: NAME OF SUPERVISOR NO. AND KIND OF EMPLOYEES REASON FOR LEAVING SUPERVISED BY YOU: DESCRIPTION OF YOUR DUTIES:

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knowledge and belief. I understand tha	by the in answer to the foregoing questions t any misrepresentation or material omission renders a staff member of the United Nati	are true, complete and correct to the best of my in made on a Personal History form or other ons tiable to termination or dismissal.
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N.B. You will be requested to supply a send any documentary evidence until you texts of references or testimonials unless	on have been asked to do so by the Organiz	statements you have made above. Do not, however, ation and, in any event, do not submit the original

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## EMPLOYMENT RECORD - SUPPLEMENTARY SHEET

PLEASE LIST, in reverse order, EVERY EMPLOYMENT YOU HAD. Use a separate block for each post. Include also survice in the named forces and note any period

during which you we	re not goinfully employ				
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# **UNITED NATIONS**

# Employment and Academic Certification Attachment to Personal History Profile (P11)

## TO BE COMPLETED BY CANDIDATE:

Perso	nál Data:					
Family Name	:	Given name:		Middle	names:	Gender: M/F
e-mail addres	S:					
Position for w	hish you are a	pplyings				
(Note: if you	ere upplying fo	r more than one position,	please submit s	eparate PII and	Pli attachment fo <u>r ea</u>	ch Job Opening)
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Current rank		Date Last Promoted	Date eligit promotion	ole for to next rank	Projected Retirem	ent date from corrent
Branch/Corp.	Mustering.					
Sub Specialis	ation/addition	al qualifications				
			•			
Degre	es and Academ	nic Distinctions Ohtained:				
	NAME of I	NSTITUTION, D COUTNRY, Please	ATTE	NDED:	DEGREES and ACA DISTINCTIONS OF	
	give comple		FROM: Month/Year	⁴t⊘: Month/Year		
Graduation from the Staff/War			:			
College or Police Academy						
(and/or similar law enforcement		A State of Conference of the C	<u>:</u>			
institution)				,		
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Additional Comments:		
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I cortify that the statements made by me misrepresentation or material omission a staff member for the United Nations i	made on a Personal History for	stions are complete and correct. I understand that any m or other document requested by the Organization renders deration.
		am not currently under investigation or being
prosecuted for any criminal, human	n rights, civil action or discip	dinary offence, with the exception of minor traffic
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international human rights law or ir		
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am not able to attest to the proce	eding paragraphs for the fol	lowing reasons:,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
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Date	Signature	
J.R. Vou will be mounted to make	legumentara evidance which o	upports the statements you have made above. Do not,
nowever, send any documentary evide	nce until van have been acked	to do so by the Organization and, in any event, do not
		ve been obtained for the sole use of the Organization

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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
Date