



Ministero dell'Interno

DIPARTIMENTO DELLA PUBBLICA SICUREZZA

DIREZIONE CENTRALE PER GLI AFFARI GENERALI DELLA POLIZIA DI STATO

N.559/A/1/131.14.1.2/ 2260

Roma, - 6 FEB. 2015

OGGETTO: FRONTEX – CALL FOR SECONDED NATIONAL EXPERTS .

L'AGENZIA FRONTEX DELL'UNIONE EUROPEA CON SEDE A VARSAVIA HA RESO NOTO DI AVER AVVIATO LE PROCEDURE PER RICOPRIRE LE SEGUENTI POSIZIONI DI ESPERTO NAZIONALE DISTACCATO (SNE), PER UN PERIODO DI DUE ANNI:

- **SENIOR DUTY OFFICER IN THE FRONTEX SITUATION CENTRE UNDER OPERATIONS DIVISION**, DA RISERVARE AI RUOLI DEGLI ISPETTORI E DEI SOVRINTENDENTI DELLA POLIZIA DI STATO (NULLA OSTA DI SICUREZZA RICHIESTO: SEGRETO UE);
- **OPERATIONAL OFFICER IN THE LAND BORDER SECTOR WITHIN THE JOINT OPERATION UNIT**, DA RISERVARE AI RUOLI DEI SOVRINTENDENTI E DEGLI ASSISTENTI ED AGENTI DELLA POLIZIA DI STATO CON ALMENO 5 ANNI DI ANZIANITA' NEL RUOLO (NULLA OSTA DI SICUREZZA RICHIESTO: RISERVATO).

REQUISITI GENERALI

- OTTIMA CONOSCENZA DELLA LINGUA INGLESE;
- AVER RIPORTATO NEGLI ULTIMI DUE RAPPORTI INFORMATIVI UN GIUDIZIO NON INFERIORE ALLA VALUTAZIONE DI "OTTIMO";
- NON AVER RIPORTATO SANZIONI DISCIPLINARI SUPERIORI AL RICHIAMO SCRITTO, A MENO CHE NON SIA INTERVENUTA LA RIABILITAZIONE AI SENSI E PER GLI EFFETTI DELL'ART. 87 DEL D.P.R. 10 GENNAIO 1957, N. 3;
- NON ESSERE SOTTOPOSTO AD ALCUN PROCEDIMENTO DISCIPLINARE E/O PENALE E NON AVER RIPORTATO CONDANNE PENALI.

LA DESCRIZIONE DELLE POSIZIONI E' IN LINGUA INGLESE, COSI' COME I REQUISITI SPECIFICI RICHIESTI CHE SARANNO CONSULTABILI SUL PORTALE "DOPPIAVELA".

LA RELATIVA "APPLICATION FORM", REPERIBILE SUL MEDESIMO PORTALE, DOVRÀ ESSERE COMPILATA INTEGRALMENTE CON SISTEMI DI VIDEOSCRITTURA E TRASMESSA IN FORMATO "PDF" (CON FIRMA LEGGIBILE DEL CANDIDATO).



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LE ISTANZE DOVRANNO ESSERE TRASMESSE, SENZA RITARDO ALCUNO, CON IL PARERE DEL DIRIGENTE DELL'UFFICIO, CHE DOVRA' VALUTARE ED ATTESTARE IL POSSESSO DEI REQUISITI GENERALI SUINDICATI, CON ESPLICITO RIFERIMENTO AI RAPPORTI INFORMATIVI ED AI PROCEDIMENTI PENALI E/O DISCIPLINARI.

L'INVIO DELLE DOMANDE DOVRA' ESSERE EFFETTUATO VIA E-MAIL, INDEROGABILMENTE **ENTRO LE ORE 12.00 DEL 19 FEBBRAIO 2015** AI SEGUENTI INDIRIZZI:

RUOLO ISPETTORI

- SERVIZIO DIRIGENTI, DIRETTIVI ED ISPETTORI - 2[^] DIVISIONE DELLA DIREZIONE CENTRALE PER LE RISORSE UMANE. INDIRIZZO EMAIL:
sddi-2@interno.it;

RUOLI SOVRINTENDENTI ASSISTENTI ED AGENTI

- SERVIZIO SOVRINTENDENTI, ASSISTENTI ED AGENTI - 2[^] DIVISIONE SEZIONE MISSIONI ED ASSEGNAZIONI SPECIALI DELLA DIREZIONE CENTRALE PER LE RISORSE UMANE. INDIRIZZO EMAIL:
dipps.ssaa.ass.spec.rm@interno.it.

SI PRECISA CHE LE SELEZIONI IN ARGOMENTO NON COSTITUISCONO UNA PROCEDURA CONCORSUALE.

SI PREGA DI DARE LA MASSIMA DIFFUSIONE ALLA PRESENTE COMUNICAZIONE E DI TRASMETTERE TEMPESTIVAMENTE LE EVENTUALI ISTANZE, SOLO IN CASO DI EFFETTIVO POSSESSO DEI REQUISITI PRESCRITTI.

PEL CAPO DELLA POLIZIA - DIRETTORE GENERALE DELLA PUBBLICA SICUREZZA – PREFETTO TRUZZI.



SECONDED NATIONAL EXPERT - JOB PROFILE

Senior Duty Officer

in the Frontex Situation Centre under the Operations Division

Tasks and responsibilities:

The *Senior Duty Officer (shift system)* will report to the FSC Operations coordinator. He/she will participate in and take responsibility with regard the following activities in line with internal processes and procedures:

- as a central point of contact: manage the day-to-day information flows and support external customers and partners as well as staff on mission;
- monitor and process information (operational related, statistical, open sources, border surveillance and positioning systems) and act/report when appropriate;
- create and update situational, media and country reports and ensure timely information dissemination;
- alert the appropriate people in case of emergency situations and deal with all follow-up actions;
- brief senior management with the most up-to-date information on basis of continuous monitoring;
- perform the visualisation and structuring of information, statistics, images, graphics and any other content (e.g. in web portal, on maps);
- monitor the performance of the automated systems used in the Frontex Situation Centre from a business perspective;
- perform other information management activities, using special automated applications;
- carry out the product management for FSC Operations Room and FSC Briefing Room;
- perform any other supporting tasks assigned to the Unit.

Qualifications and experience required:

The candidate will be required to demonstrate that he/she has:

- relevant knowledge and experience in:
 - Working in the area of Information Management and Situation Monitoring;
 - Law-enforcement co-operation;
 - Law-enforcement databases;
 - Supporting Communication and Information Systems (e.g. in Operational Headquarters, Operations Rooms, Situation/Coordination Centres).
- capacity to explore, assess and summarise complex issues, identify information gaps and proactively propose and implement possible solutions;
- ability to make informed assessments of developing situations and to make sound judgments;
- very good communication skills: report writing, editorial capability and presentation skills;

- ability to produce clear and consistent texts in English for non-native English speakers, including decision makers and system end-users;
- IT proficient in MS applications - Word, Excel and PowerPoint, as well as in Internet tools.

Besides, the following attributes would be the advantageous:

- knowledge of the EU legal framework;
- knowledge of and experience in border surveillance systems;
- experience in drafting and applying business procedures;
- knowledge of additional languages.

Personal skills

- have a high level of capability to organise and manage work, including the ability to cope with stress in relation to demanding tasks, heavy workload and time pressure;
- have very good organisational and analytical skills;
- have a proactive, constructive and service oriented attitude;
- have a high level of initiative and creativity;
- have very good team working skills;
- be able to cooperate with various agencies and units (internal and external);
- have a high sense of integrity.



SECONDED NATIONAL EXPERT - JOB PROFILE

Operational Officer in the Land Border Sector,

which is part of the Joint Operations Unit under the Operations Division

Tasks and responsibilities:

- participating in the process of overall planning and implementation of Sector/Unit activities in particular contributing to the fulfilment of objectives and tasks identified in Programme of Work;
- contributing to programming of operational business and/by managing operational activities (*joint operations, pilot projects, and other products*) including identification of operational objectives, means and performance indicators to achieve those objectives, as well as identification of risks related to projects, monitoring of implementation and evaluation;
- operational management of joint operations (*coordination of deployment of operational means and experts, overall monitoring of operational schedules, administration of running expenses of means*), identify operational gaps and make recommendations for further actions;
- preparing project templates, reports, situation assessments, letters, invitations to the Member States and other participants, briefing notes, written communications and responses to enquiries;
- handling administrative and financial duties related to the management of the operations, in particular - budgeting and processing of specific finance decisions, grants, procurements, payments and related;
- organizing meetings, workshops, seminars and network cooperation in the field of Sector/Unit activities;
- leading and managing integrated teamwork in his/her area of responsibility;
- following latest developments, technologies, methods and practices in the field of Sector/Unit activities;
- other tasks and responsibilities assigned by Heads of Sector/Unit.

Qualifications and experience required:

(1) Professional

The candidate will be required to demonstrate that he/she has:

- at least 5 years professional experience in the law enforcement authority;
- familiarity and relevant qualifications in all the stages of project management and the related reporting procedures/obligations, including planning, budgeting, implementation, monitoring and evaluation;
- practical skills in the organization of land operational activities including coordination of operational schedules and management of participating means and experts;
- broad experience in the field of law enforcement international cooperation;
- proven experience in organizing meetings, workshops and seminars;
- proven experience in managing small teams;
- experience in preparing operational reports based on proper gathering and analysis of data;
- competent user of IT applications in general and Microsoft Office applications (Word, Excel and Outlook) and the Internet;
- excellent command of English (at least C1 level).

Besides the following attributes would be an asset:

- completed law enforcement related education attested by diploma (e.g. Police Academies, Border Guard Department of High School);

- practical land borders experience;
- experience in land borders control and communication technologies;
- expertise in the EU-funded or international cooperation projects;
- familiarity with the European public administration and EU administrative working practices.

(2) Personal

Attributes especially important to this post include:

- good organizational and coordination skills including managing priorities, work under pressure and meet tight deadlines;
- high degree of commitment, responsibility, flexibility and initiative;
- excellent communication and interpersonal skills with the ability to work both independently and in a team;
- ability to cooperate smoothly in a multicultural environment.