



United Nations Assistance Mission for Iraq (UNAMI)
INTERNAL /EXTERNAL JOB OPENING

Vacancy No.	189166	Deadline	05 September 2022
Post Title	Associate Security Coordination Officer	Level	NO-B
Organizational Unit	UNDSS	Location	UNAMI, Baghdad
VA Date	22 August 2022		

DUTIES AND RESPONSIBILITIES

Within delegated authority, ASCO will be responsible for the following duties:

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

QUALIFICATIONS AND EXPERIENCE

Education: An advanced university degree (Master's degree or equivalents such as a senior command and staff qualification) in security management or business administration, political/social/military science, or international relations with a focus on security management; a first-level university degree in combination with four additional years of qualifying experience in military, police or security management may be accepted in lieu of the advanced university degree;

Experience: A minimum of two years with an advanced university degree (four years with a first-level university degree) of progressively responsible experience in the military, police, or security

management is required;

Progressively experience in security operations management or control, within a military, police or security organization is required. Experience in managing multiple and diverse military, police or security units operating in a conflict or post-conflict environment is desirable.

Languages: English and French are the working languages of the United Nations Secretariat. For the position advertised, fluency in English and Arabic is required.

UN CORE VALUES AND COMPETENCIES

Professionalism: Knowledge of security management combined with a background in military or police of security specialization; Knowledge, understanding, and ability to manage security challenges in the post-conflict environment. Capability to appropriately supervise security units. Ability to maintain tracking systems, security clearances, and emergency communications. Ability to prepare security advisories and incident reports, and performance of security analyses and assessments for mandated programmes and activities. 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. Commitment to implementing the goal of gender equality by ensuring the equal participation and full involvement of women and men in all aspects of work.

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 a 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.

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.

SPECIAL NOTICE

This job opening is advertised on the United Nations Secretariat's talent management platform, Inspira. To submit an application, click "Apply Now" after following this link:

<https://careers.un.org/lbw/jobdetail.aspx?id=189166&Lang=en-US>

Only applications submitted through Inspira will be considered for this job opening. Applicants must have an Inspira account to create and submit applications. Staff members are assigned an employee account upon appointment with their index number as the User ID. Other applicants may create an account.

For guidance on building and submitting applications, refer to the "Applicant Guide" available on the "Manuals" page. To access this page, click "Manuals" on the top of the Inspira homepage after logging into your account.

The necessity for ensuring the highest standards of efficiency, competence, and integrity remains the paramount consideration in the employment of personnel. To ensure fairness and transparency, selection will be made on a competitive basis through a selection panel.