



**United Nations Investigative Team to promote accountability for crimes  
committed by Da'esh / ISIL**

**UNITAD**

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**JOB POSTING DETAILS**

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<b>Posting Title:</b>	<b>Security Driver</b>
<b>Opening Number:</b>	<b>UNITAD-2023-IC-001</b>
<b>Department/Office:</b>	<b>United Nations Investigative Team to promote accountability for crimes committed by Da'esh / ISIL (UNITAD)</b>
<b>Location:</b>	<b>Erbil, Iraq</b>
<b>Type of Contract:</b>	<b>Individual Contractor</b>
<b>Duration of Contract:</b>	<b>6 Months with Possible Extension</b>
<b>Posting period:</b>	<b>07 March 2023 – 21 March 2023</b>

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

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**Special Notice:**

UNITAD invites all interested and qualified national candidates to apply for the announced position.

*Important Notice:* Interested candidates should complete the attached United Nations Personal History form (P.11), and forward electronically at the following email address:

[unitad-staffing@un.org](mailto:unitad-staffing@un.org). Therefore, *only applications made via the UN P-11 form will be considered, and incomplete P-11s will not be processed.* (CVs and other agencies forms will not be considered either). Additionally, please do not submit any supporting documents such as diplomas /

educational certificates. These documents will be requested only from those candidates who have successfully passed the assessment / interview process.

Posting Title and Opening number MUST be indicated in the subject of your e-mail application.

Short-listed candidates may be requested to sit for written (and/or technical test) in addition to an interview.

Only shortlisted candidates will be contacted and advance to the next stage of the selection process.

The United Nations Secretariat is committed to achieving 50/50 gender balance. Female candidates are strongly encouraged to apply for this position.

### **Org. Setting and Reporting:**

These individual contractors are located within the United Nations Investigative Team to promote accountability for crimes committed by Da'esh / ISIL (UNITAD) and will be based in Erbil, Iraq.

UNITAD was established by the Secretary-General pursuant to Security Council resolution 2379 (2017), according to which it is mandated to support domestic efforts to hold ISIL (Da'esh) accountable by collecting, preserving and storing evidence in Iraq of acts that may amount to war crimes, crimes against humanity and genocide committed by the terrorist group ISIL (Da'esh) in Iraq.

### **Responsibilities:**

Under the overall guidance of the Chief Security Officer, direct supervision of Erbil Security Officer, the Security Driver provides reliable and safe driving services for the transport of authorized personnel and be able to perform office administrative functions when requested. The Security Driver should have a client-orientation approach, high sense of responsibility, courtesy and the ability to work with people of different nationalities and cultural backgrounds.

Within limits of delegated authority and depending on location, the Security Driver is expected to be responsible for the following duties:

#### Summary of Key Functions:

- To transport safely and securely close protection team members and other accompanying staff on field missions.
- Maintain a high standard of punctuality and dependability.
- Conduct oneself in a professional and courteous manner at all times.
- Whilst driving; observe and respect all traffic rules and regulations.

- Respond to any perceived threat or actual attack while driving using established SOP's and tactics.
- Secure the vehicles while at location on missions and at meetings.
- Conduct routine vehicle security inspections.
- Check and maintain the armored and soft skin vehicles; including all vehicle fluids, cleanliness, tyres, bodywork, general maintenance, interior etc and all attached and carried equipment and kit.
- Carry out any other tasks or duties as assigned by the Duhok/Erbil Security Officer and Duhok Close Protection Team Leader.
- Maintain a fitness-training programme.
- Stay up to date with the current security situation in the mission area.
- Stay current with the latest tactics, techniques and procedures of any adversaries both actual and potential.
- Using native Kurdish language, Arabic and English skills, liaise for the UN CP Team missions with the Iraqi Security Force escorts.
- Confirm routes to be taken, actions on drills in the event of an attack and locations to be visited with the ISF.
- Negotiation and liaison tasks with other security forces, interlocutors at meeting locations and check-points enroute.
- Assist the Duhok CP Team Leader or Security Team Leader as required in the planning of missions.
- Using local knowledge and experience plan the routes both primary and secondary.
- Produce maps if required.
- Advise on security conditions in locations to be visited.
- Conduct route and location reces if and when required.
- Protect sensitive information including, but not limited to, handling of operational based information, personal information of staff members or others and electronic communications or documents classified as confidential or strictly confidential.

## **Competencies:**

**Professionalism:** Good knowledge of driving rules and local traffic regulations is essential. Knowledge of the area and the current condition of roads and highways including height and weight restrictions on all commercial routes, security and safety awareness. Ability to operate independently in austere environment for protracted periods.

**Planning and Organizing:** Demonstrated ability to apply sound judgment in the context of assignment.

**Accountability:** Ability to demonstrate a high sense of responsibility and operate in compliance with all traffic laws and safety regulations.

**Communication:** Ability to communicate in a clear and concise manner.

**Teamwork:** Excellent interpersonal skills, including ability to operate effectively across organizational boundaries; ability to establish and maintain effective partnerships and working relations in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity and gender.

**Education:**

High School or equivalent diploma is required. Must possess driving permit for heavy vehicles.

**Work Experience:**

Minimum of two years of experience with heavy vehicles (Trucks, Buses, and MHE) with a safe driving record. Experience operating independently in harsh environments for protracted periods is desirable. Experience in driving armored vehicle is desirable.

**Languages:**

English and French are the working languages of the United Nations Secretariat. For the position advertised, working knowledge of oral and written English, Arabic and Kurdish is required.

**Assessment Method:**

Evaluation of qualified candidates may include an assessment exercise which may be followed by competency-based interview.

**United Nations Considerations:**

The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. (Charter of the United Nations - Chapter 3, article 8). The United Nations Secretariat is a non-smoking environment.

**No Fee:**

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON APPLICANTS' BANK ACCOUNTS.