

SECONDED NATIONAL EXPERT- JOB PROFILE

Seconded National Expert (24/7 Operations Centre/ Operational Management Division)

Tasks and responsibilities:

Reporting to the Head of Unit 24/7 Operations Centre (OPC) and under the supervision of the respective Head of Sector, the main duties related to this position are:

- To contribute to the OPC's operational activities, particularly in terms of the development and implementation of activities related to 24/7 monitoring of Frontex operations, the EU external borders and the pre-frontier areas of the European Union.
- To contribute with his/her professional competencies to the tasks of the OPC, developing procedures and information flow architecture particularly related to Aerial Surveillance, Maritime Surveillance and operational communication and information exchange, facilitating the sound management of work and achievement of objectives.
- To facilitate the information exchange with internal and external stakeholders related to services operated by OPC.
- To contribute to setting up of procedures, plans and evaluation processes for the OPC and to maintain updated documentation (i.e. SOPs, Handbooks, etc.) related to various OPC services.
- To actively contribute to management sector's horizontal coordination, especially within tasks related to stakeholder's relations and implementation of functions to support activities of the Unit.
- To conduct, process, and disseminate surveillance services in support of border management operations, ensuring timely and accurate information delivery to decision-makers and relevant stakeholders.
- To provide support to OPC's media monitoring team by active engagement in management and implementation of media monitoring tasks under EUROSUR framework.
- To support the Team operating Frontex GIS systems, visualizing data, creating geospatial imagery.
- To oversee and support the process related to access to public documents (PAD), within Unit's remit, including assessing the content of requested documents against the exceptions under Article 4 of the Regulation No 1049/2021 and consulting third parties according to the provisions of the relevant legislation.
- To coordinate the execution of near-to-real-time monitoring activities in the maritime domain to detect, identify and track vessels and other craft being used for, or suspected of being used for, illegal immigration or cross-border crime.
- To support the planning, coordination, and evaluation of aerial surveillance activities within the framework of the European Border Surveillance System (EUROSUR), including the Multipurpose Aerial Surveillance (MAS) services.

Selection criteria:

Professional qualifications, competencies and experience required:

Essential:

- At least 5 years of experience in management and/or implementation of operational activities in border control/law enforcement
- Excellent computer skills and ability to learn specialized software
- Experience in planning, implementing, conducting and evaluating operational activities and/or related projects, related to surveillance services in support of border management operations, near-to-real-time monitoring activities in the maritime domain, aerial surveillance activities within the framework of the European Border Surveillance System (EUROSUR)
- Knowledge of Schengen Border Code, The European IBM, Frontex operational activities, standards and practices of EU human rights policies and EU rules for access to public documents
- Experience in matters related to drafting official documents, administration and personnel management
- Experience in developing procedures related to operational monitoring/functioning of coordination centres

Assets:

- Experience in participation in Frontex coordinated operational activities (Joint Operations/Rapid Border Interventions/Pilot Projects/Coast Guard functions etc.) in coordination or support related roles
- Knowledge of geospatial modelling software, statistical modelling or data visualisation technics

Personal skills & competencies required:

- Very good communication skills in English, both verbally and in writing
- Capability to organise and manage work with minimal supervision, including the ability to cope with stress in relation to demanding and multiple tasks, heavy workload, time pressure and tight deadlines
- Strong analytical and problem-solving skills
- Strong sense of initiative, responsibility and commitment, and customer service and support-oriented work ethic
- Strong interpersonal skills in liaising with internal and external stakeholders, also in international environment, actively searching and gaining information