

SECONDED NATIONAL EXPERT- JOB PROFILE

Analyst (Capacity and Readiness Unit/ EIBM Intelligence Division)

Tasks and responsibilities:

Reporting to the Head of Unit and under the supervision of the respective Team Leader the main duties related to this position are:

- Provide support to the implementation of different data collection schemes for vulnerability assessments;
- Monitor and analyse information on Member States' technical equipment, systems, capabilities, resources, infrastructure, adequately skilled and trained staff necessary for border control as well as contingency plans on border management according to the best practices in the field;
- Prepare vulnerability assessments, reports, letters, briefing notes, responses to enquiries and presentations for assigned Member States (MS) / Schengen associated countries (SAC);
- Prepare the monitoring and implementation of recommended measures following different vulnerability assessments for assigned MS/SAC;
- Support activities related to the Vulnerability Assessment Network including organisation of meetings and workshops as well as network cooperation related to joint analytical activities;
- Engage regularly with colleagues in other teams and Frontex Units/Sectors, promoting best practices and knowledge-sharing;
- Provide support to the further development of the Common Vulnerability Assessment Methodology;
- Provide counsel / advice to team leaders and/or the Head of Unit;
- Prepare and carry out occasional missions to MS/SAC with regard to the duties listed above.

Selection criteria:

Professional qualifications, competencies and experience required:

Essential:

- At least 10 years of work experience within national and/or EU public administration, and international organisation and/or EU Member State authorities in law enforcement or judicial authorities; ideally in relation to the main tasks covered by INTEL/CRU
- Experience in delivering reports/analysis on border management, security or other law enforcement issues
- Experience and skills from processing and analysing both quantitative and qualitative data
- Excellent knowledge of the Schengen Acquis in general, the Schengen Borders Code and its Practical Handbook in particular
- Sound understanding of the European Integrated Border Management and the mandate of the European Border and Coast Guard Agency
- Familiarity with administrative working practices of the EU or other international organisations

Assets:

- Experience in organising meetings and follow-up activities
- Proven experience in working on EU Justice and Home Affairs dossier beyond a single MS context e.g. participation in the relevant Schengen evaluations or Working Parties of the Council of the EU
- Experience in working on Vulnerability Assessment matters and/or participating Vulnerability Assessment Network meetings
- Experience in risk analysis and audit methodologies

Personal skills & competencies required:

- Capability to organise and manage work, including the ability to cope with stress in relation to demanding and multiple tasks, heavy workload, time pressure and tight deadlines
- Excellent presentation, interpersonal and communication skills in English (ability to communicate clearly and concisely to different audiences both orally and in writing)
- Ability to cooperate effectively within a diverse team in a multicultural environment
- Strong sense of initiative, responsibility and commitment and customer service and support-oriented work ethic