

EMAIL MESSAGE

TO : ADsG (APS, NORTH & SOUTH) CISF
ALL SECTOR IsG INCLUDING IsG(NISA & TRG.)

FROM : DIRECTORATE GENERAL, CISF, NEW DELHI

NO.E-16015/01/UNDPKO/2022/PERS.II/ 512

DATED: 26/04/2022

INVITATION UNDER PHASE-I OF THE 2022 POLICE SECONDMENT CAMPAIGN FOR ONE JOB OPENING FOR THE SECONDED POST OF THE UNITED NATIONS POLICE ADVISER, D-2 (.) IT HAS BEEN INTIMATED BY MHA THAT PERMANENT MISSION OF INDIA TO UNITED NATIONS (PMI TO UN) HAS INFORMED OF LAUNCHING PHASE-I OF THE 2022 POLICE SECONDMENT CAMPAIGN THROUGH THE ISSUANCE OF ONE JOB OPENING FOR THE SECONDED POST OF THE UNITED NATIONS POLICE ADVISER, D-2, REQUIRING THE SERVICE OF A POLICE OFFICER IN ACTIVE DUTY (.) THE PREVIEW OF THE JOB OPENING AS FOLLOWS :-

Job Title : United Nations Police Adviser, D-2
Duty Station : New York
Duration : Initially 02 years (Extendable)
Job Opening No. : DPO/SEC2201P/D-2/01

THE JOB DESCRIPTION ALONGWITH THE REQUISITE ELIGIBILITY CRITERIA/ QUALIFICATIONS FOR THE ABOVE SAID POST IS ENCLOSED HEREWITH AS CIRCULATED BY UNITED NATIONS AND RECEIVED THROUGH MHA (.) FULFILLMENT OF OTHER REQUIREMENTS GIVEN IN THE ANNEXURE-I MUST BE ENSURED (.) IT IS REQUESTED TO FORWARD THE NOMINATION OF ELIGIBLE AND WILLING OFFICERS IN THE RANK OF **IG/ADG (D-2 LEVEL)** WHO MEET THE CRITERIA OUTLINED IN ATTACHED JOB OPENING FROM THE UN TO THIS DIRECTORATE BY **10.05.2022 REPEAT BY 10.05.2022 POSITIVELY [PDF FORMAT] THROUGH E-MAIL ID: aigpers@cisf.gov.in** AND HARD COPY THROUGH QUICKEST MEAN] (.) WHILE FORWARDING THE NOMINATIONS, REQUISITE PROFORMA ALONG WITH THE FOLLOWING DOCUMENTS DULY VERIFIED WITH ALL RESPECTS MAY ALSO BE SENT TO THIS DIRECTORATE :-

I	UNITED NATIONS PERSONAL HISTORY PROFILE (PHP) FORM (P-11) DULY COMPLETED AND SIGNED BY THE NOMINATED CANDIDATE.
II	UNITED NATIONS EMPLOYMENT AND ACADEMIC CERTIFICATION [ATTACHMENT TO PERSONAL HISTORY PROFILE (P-11)] FORM DULY COMPLETED AND SIGNED BY THE NOMINATED CANDIDATE AS WELL AS THE RELEVANT LOCAL/NOMINATED AUTHORITY. THE EAC SUBMITTED WITHOUT THE SIGNATURE OF DESIGNATED AUTHORITY OF CONCEREND FORCE RESULTS IN REJECTION OF NOMINATION. HENCE, THE FORWARDING AUTHORITY SHOULD ENSURE THAT THE EAC IS DULY SIGNED BY THE APPLICANT AS WELL THE DESIGNATED AUTHORITY OF FORCE. ALL REQUISITE DETAILS. I.E. POSITION FOR WHICH APPLYING, JOB OPENING NUMBER, DATE OF COMMISSION, DEGREES AND ACADEMIC DISTINCTIONS AND ALL OTHER REQUISITE DETAILS SHOULD BE FILLED PROPERLY. IF CANDIDATES WISH TO APPLY FOR SEVERAL POSTS, THE SEPARATE EAC AND PHP FORMS SHOULD BE SUBMITTED FOR EACH POST.
III	PERSONAL DETAILS AS PER ANNEXURE-II ALONG WITH APAR/ACR GRADING OF LAST FIVE YEARS (MANDATORY)
IV	HUMAN RIGHTS CERTIFICATE MUST BE INCLUDED.

APART FROM THIS, THE FOLLOWING INSTRUCTIONS MAY ALSO PLEASE BE ADHERED TO BEFORE FORWARDING THE NOMINATIONS (.)

1	NO MODIFIED FORMAT OTHER THAN THE SPECIMEN ENCLOSED [DULY TYPED) WILL BE ENTERTAINED/ACCEPTED. FORMATS OTHER THAN THE PRESCRIBED ONE INVITES LOT OF OBSERVATIONS FROM UNHQ (UNDPKO) WHILE FINALIZING THE NOMINATIONS. HAND WRITTEN PHP WILL NOT BE ENTERTAINED/ACCEPTED. IT MAY BE ENSURED THAT THE PHOTOGRAPHS OF THE OFFICER APPLYING FOR THE POST SHOULD BE PLACED ON THE FRONT SIDE OF P-11 FORM AND SIGNATURE IN THE LAST PLACE AT RELEVANT PLACE.
2	OFFICERS ARE CLEAR FROM DE/VIG ANGLES.
3	IT MAY BE ENSURED THAT THE OFFICER COMPLETED HIS/HER COOLING OFF PERIOD I.E 03 YEARS FROM ONE DEPUTATION TO ANOTHER.

THE FOLLOWING INFORMATION IN RESPECT OF THE OFFICER MAY ALSO BE FORWARDED TO THIS DIRECTORATE IN THE FOLLOWING PROFORMA :-

Sl. No.	Rank	Name	Unit/ Sector	DOB	DOA	Edn./Quali fication	DE/Vig/HR Clearance	Earlier deputation tenure if any From- To
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

NOMINATIONS RECEIVED AFTER DUE DATE AND INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED (.) IT IS ALSO INFORMED THAT THE NOMINATIONS RECEIVED BY THIS HQRS WILL BE SENT TO MHA ONLY AFTER TAKING IN TO CONSIDERATION OPERATIONAL/ADMINISTRATIVE AND OTHER REQUIREMENTS OF THE DEPARTMENT (.) MSG ENDS //


(GANGA SHANKAR)

ASSTT. INSPECTOR GENERAL (PERS)

Internal :-

1.	PS to ADG (HQ); FHQrs	:-	For favour of kind information of ADG(HQrs), please.
2.	All IsG, FHQrs.	:-	For favour of kind information, please.
3.	AIG(Tech) FHQrs	:-	With a request to upload the communication on CISF Website, please.

Annexure-I

Other requisite requirements

- A. United Nations Personal History Profile (PHP) form (P.11) duly completed and signed by the nominated candidate.
- B. United Nations Employment and Academic Certification [attachment to personal history profile (P-11)] Form duly completed and signed by the nominated candidate as well as the relevant local / nominated authority. The EAC submitted without the signature of Designated Authority of concerned Force results in rejection of nomination. Hence, the forwarding authority should ensure that the EAC is duly signed by the applicant as well the Designated Authority of Force. All requisite details i.e position for which applying, job opening number, date of commission, degrees and academic distinctions and all other requisite details should be filled properly. If candidate wishes to apply for several posts, **the separate EAC and PHP forms should be submitted for each post.**
- C. Personal details as per Annexure-II along with APAR/ACR gradings of Last Five Years(Mandatory)
- D. Human Rights certificate must be included (proforma enclosed).
- E. *No format other than the specimen enclosed (duly typed) will be entertained/accepted. Formats other than the prescribed one invites lot of observations from UNHQ(UNDPKO) while finalizing the nominations.. Hand written PHP will not be entertained/accepted. It may be ensured that the photographs of the officer applying for the post should be placed on the front side of P-11 form and signature in the last page at relevant place.*
- F. The nominations without Vigilance clearance and Cadre Clearance (for all Officers) from respective Ministries/Departments/State or UT/Organizations' shall be summarily rejected.
- G. Applications through proper channel only i.e. through Home Department (State) and approval of Head of Organization will be entertained. Applications received after the deadline specified will not be considered.
- H. Concerned authorities may please ensure and advice their officers not to make any direct queries with this ministry or UNHQ regarding selection. This ministry will not entertain personal queries from individual applicants.

(17)

BIO- DATA Proforma

ANNEXURE-II

1. Name of Post Applied
2. Job Opening Number
3. Name of the Officer(as per official documents)
4. Designation/Rank, Organization, Pay scale/level
5. Present Place of Posting
6. In the case of officers on Deputation with other organization:-
 - Name of Parent Organization
 - Name of organization presently employed
 - Date of Deputation
 - Expected Date of repatriation to parent cadre/organization
7. NoC from Parent Cadre (if on deputation) mandatory :Yes/No/NA
8. Date of Birth
9. (a) Education qualification
(b) Required qualification as per applied job/posts(Yes/NO)
10. Date of Joining Police Service
11. Date of Superannuation
12. Service/Cadre/Batch:-
13. Previous UN Experience
14. Other Foreign/international Experiences
15. Contact Details: Telephone No

Office
Residence
Mobile
E-mail

16. APAR/ACR Gradings of Last 05 years (mandatory):-
17. Outstanding Achievements, if any
18. Last Five(years) work profile/experiences

I hereby certify that, i fulfill the eligibility requirement notified for the post applied for

Signature of applicant

Recent Passport
Size Photograph

(5)

HR CERTIFICATE

It is certified that _____ was neither convicted nor currently under investigation or being prosecuted for any criminal offence including violation of International Human Rights Law and International Humanitarian Law. It is also to certify that Government/Org. of(concerned state/Org.) is aware that there is no allegation against him/her as such and he/she has not committed or even involved, by act or omission, the commission of any act that may amount of violations of International Human Rights Law and International Humanitarian Law.

To be signed by an officer
Not below the rank of DIG/Director

INSTRUCTIONS

Please answer each question clearly and completely. TYPE OR PRINT LEGIBLY. Read carefully and follow all directions.



Do not Write in This Space

PERSONAL HISTORY

1. Family name	First name	Middle name	Maiden name, if any
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2. Birth date (day/month/yr)	3. Place of birth	4. Nationality(ies) at birth	5. Present ationality(ies)	6. Sex
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7. Height	8. Weight	9. Marital Status: Single <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Widow(er) <input type="checkbox"/> Divorced <input type="checkbox"/>		
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10. *Entry into United Nations service might require assignment to any area of the world in which the United Nations might have responsibilities.*
 (a) Are there any limitations on your ability to perform in your prospective field of work? YES NO
 (b) Are there any limitations on your ability to engage in all travel? YES NO

11. Permanent address Telephone No. ()	12. Present address Telephone/Fax No. ()	13. Office Telephone No. () 14. Office Fax No. () E-mail:
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15. Do you have any dependent children? YES NO If the answer is "yes", give the following information:

Name of Children	Date of Birth (day/mo/year)	Place of Birth	Nationality	Gender

15. (a) Name of Spouse

16. Have you taken up legal permanent residence status in any country other than that of your nationality? YES NO
If answer is "yes", which country?

17. Have you taken any legal steps towards changing your present nationality? YES NO
If answer is "yes", explain fully:

18. Are any of your relatives employed by the United Nations or any of its agencies? YES NO
If answer is "yes", please specify:

NAME	Relationship	Name of United Nations Organization

19. What is your preferred field of work?

20. Would you accept employment for less than six months? YES NO
 21. Have you previously submitted an application for employment and/or undergone any tests with U.N.? YES NO If so, when?

22. KNOWLEDGE OF LANGUAGES. What is your mother tongue?

OTHER LANGUAGES	READ		WRITE		SPEAK		UNDERSTAND	
	Easily	Not Easily	Easily	Not Easily	Fluently	Not Fluently	Easily	Not Easily
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

23. For clerical grades only
Indicate speed in words per minute

	English	French	Other languages
Typing			
Shorthand			

List all specific computer programmes you use (i.e. excel, access).

24. EDUCATION, Give full details – N.B. Please give exact titles of degrees in original language. Please do not translate or equate to other degrees.

A. University or equivalent

NAME, PLACE AND COUNTRY Please give complete address.	ATTENDED FROM/TO		DEGEES and ACADEMIC DISTINCTIONS OBTAINED	MAIN COURSE OF STUDY
	Month/Year	Month/Year		

B. SCHOOLS OR OTHER FORMAL TRAINING OR EDUCATION FROM AGE 14 (e.g., high school, technical school or apprenticeship)

NAME, PLACE AND COUNTRY Please give complete address.	TYPE	YEARS ATTENDED		CERTIFICATES OR DIPLOMAS OBTAINED
		FROM	TO	

25. LIST PROFESSIONAL SOCIETIES AND ACTIVITIES IN CIVIC, PUBLIC OR INTERNATIONAL AFFAIRS

26. LIST ANY SIGNIFICANT PUBLICATIONS YOU HAVE WRITTEN (DO NOT ATTACH)

27. EMPLOYMENT RECORD: Starting with your present post, list in REVERSE ORDER every employment you have had. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not gainfully employed. If you need more space, attach additional pages of the same size. Give both gross and net salaries per annum for your last or present post.

A. PRESENT POST (LAST POST, IF NOT PRESENTLY IN EMPLOYMENT)

FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST: Full time <input type="checkbox"/> Part time <input type="checkbox"/> hours/week:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:		TYPE OF BUSINESS		
ADDRESS OF EMPLOYER:		NAME OF SUPERVISOR		
		NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:	REASON FOR LEAVING	

DESCRIPTION OF YOUR DUTIES :

B. PREVIOUS POSTS (IN REVERSE ORDER)

FROM		TO		SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:	
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	Full time <input type="checkbox"/> Part time <input type="checkbox"/> hours/week:			
NAME OF EMPLOYER:				TYPE OF BUSINESS:			
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:			
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:		REASON FOR LEAVING:	
DESCRIPTION OF YOUR DUTIES							
FROM		TO		SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:	
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	Full time <input type="checkbox"/> Part time <input type="checkbox"/> hours/week:			
NAME OF EMPLOYER:				TYPE OF BUSINESS:			
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:			
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:		REASON FOR LEAVING:	
DESCRIPTION OF YOUR DUTIES							
FROM		TO		SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:	
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	Full time <input type="checkbox"/> Part time <input type="checkbox"/> hours/week:			
NAME OF EMPLOYER:				TYPE OF BUSINESS:			
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:			
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:		REASON FOR LEAVING:	
DESCRIPTION OF YOUR DUTIES							

MONTH/YEAR	MONTH/YEAR	STARTING	FINAL

NAME OF EMPLOYER:		TYPE OF BUSINESS:	
ADDRESS OF EMPLOYER:		NAME OF SUPERVISOR:	
		NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:	REASON FOR LEAVING:

DESCRIPTION OF YOUR DUTIES

FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST: Full time <input type="checkbox"/> Part time <input type="checkbox"/> hours/week:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	

NAME OF EMPLOYER:		TYPE OF BUSINESS:	
ADDRESS OF EMPLOYER:		NAME OF SUPERVISOR:	
		NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:	REASON FOR LEAVING:

DESCRIPTION OF YOUR DUTIES

FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST: Full time <input type="checkbox"/> Part time <input type="checkbox"/> hours/week:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	

NAME OF EMPLOYER:		TYPE OF BUSINESS:	
ADDRESS OF EMPLOYER:		NAME OF SUPERVISOR:	
		NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:	REASON FOR LEAVING:

DESCRIPTION OF YOUR DUTIES

FROM		TO		SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:	
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	Full time <input type="checkbox"/> Part time <input type="checkbox"/> hours/week:			
NAME OF EMPLOYER:				TYPE OF BUSINESS:			
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:			
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:		REASON FOR LEAVING:	
DESCRIPTION OF YOUR DUTIES							
FROM		TO		SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:	
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	Full time <input type="checkbox"/> Part time <input type="checkbox"/> hours/week:			
NAME OF EMPLOYER:				TYPE OF BUSINESS:			
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:			
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:		REASON FOR LEAVING:	
DESCRIPTION OF YOUR DUTIES							
FROM		TO		SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:	
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	Full time <input type="checkbox"/> Part time <input type="checkbox"/> hours/week:			
NAME OF EMPLOYER:				TYPE OF BUSINESS:			
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:			
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:		REASON FOR LEAVING:	
DESCRIPTION OF YOUR DUTIES							

28. HAVE YOU ANY OBJECTIONS TO OUR MAKING INQUIRIES OF YOUR PRESENT EMPLOYER? YES NO

29. ARE YOU NOW OR HAVE YOU EVER BEEN A CIVIL SERVANT IN YOUR GOVERNMENT'S EMPLOY? YES NO
If answer is "yes", WHEN?

30. REFERENCES: List three persons, not related to you, and are not current United Nations staff members, who are familiar with your character and qualifications.
Do not repeat names of supervisors listed under Item 27.

FULL NAME	FULL ADDRESS	BUSINESS OR OCCUPATION

31. STATE ANY OTHER RELEVANT FACTS. INCLUDE INFORMATION REGARDING ANY RESIDENCE OUTSIDE THE COUNTRY OF YOUR NATIONALITY.

32. HAVE YOU EVER BEEN ARRESTED, INDICTED, OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROCEEDING, OR CONVICTED, FINED OR IMPRISONED FOR THE VIOLATION OF ANY LAW (excluding minor traffic violations)? YES NO

If "yes", give full particulars of each case in an attached statement.

33. OTHER AGENCIES OF THE UNITED NATIONS SYSTEM MAY BE INTERESTED IN OUR APPLICANTS. DO YOU HAVE ANY OBJECTION TO YOUR PERSONAL HISTORY FORM BEING MADE AVAILABLE TO THEM? YES NO

34. I certify that the statements made by me in answer to the foregoing questions are true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Organization renders a staff member of the United Nations liable to termination or dismissal.

DATE (day, month, year)

SIGNATURE:

N.B. You will be requested to supply documentary evidence which supports the statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so by the Organization and, in any event, do not submit the original texts of references or testimonials unless they have been obtained for the sole use of the Organization.

UNITED NATIONS
Employment and Academic Certification
 Attachment to Personal History Profile (P11)

For guidance on the submission package you may refer to the briefing material "How to prepare the submission".

A. TO BE COMPLETED BY CANDIDATE (from sections 1 to 11):

1. PERSONAL DATA:			
Family Name:	Given name:	Middle names:	Gender: M/F
e-mail address:			

2. POSITION/S TO WHICH YOU ARE APPLYING:	
Title: 1. 2. 3. ...	Job Opening Number:

3. MILITARY SERVICE HISTORY / POLICE SERVICE HISTORY			
Date of Commission (for military officers) or date of enlistment/entry to service (for police officers):			
Current rank	Date Last Promoted	Date eligible for promotion to next rank	Projected Retirement date <u>from current rank</u>
Branch/Corp/Mustering			
Sub Specialisation/additional qualifications			

4. DEGREES AND ACADEMIC DISTINCTIONS OBTAINED:				
	NAME of INSTITUTION, PLACE AND COUNTRY. Please give complete address.	ATTENDED:		RANK/DEGREES and ACADEMIC DISTINCTIONS OBTAINED
		FROM: Month/Year	TO: Month/Year	
Military or Police Degrees	Military Academy (and/or similar military officer institution) - name and address:			
	Command and Staff College (and/or similar military officers institutions) - name and address:			
	Police Academy (and/or similar law enforcement training institution) - name and address:			

	NAME of INSTITUTION, PLACE AND COUNTRY. Please give complete address.	ATTENDED:		DEGREES and ACADEMIC DISTINCTIONS OBTAINED
		FROM: Month/Year	TO: Month/Year	
Civilian Degrees				

5. MILITARY AND/OR POLICE TRAINING COURSES/SEMINARS: Related to the post		
Name of Course	Date attended: FROM mm/yy- TO mm/yy	Institution

6. EXPERIENCE IN PEACEKEEPING OPERATIONS: Specify UN or other International Experience, start with your most recent experience and list in reverse order			
Dates FROM mm/yy- TO mm/yy	Mission/ Operation/Location	Position/title (Milob, HQ Staff, Contgt, Adviser, International Police Officer (IPO), Police Adviser, FPU Officer, Professional Post or Above)	Description of duties

7. COMMAND EXPERIENCE (at Battalion/equivalent level or above when applying for position at the P5 level and above):

Start with your most recent experience and list in reverse order

Dates FROM mm/yy- TO mm/yy	Unit level: Company/ Battalion/ Brigade/ Division or equivalent. Police Command Experience	Unit/Position/Org	Significant Unit Activities

8. SIGNIFICANT EXPERIENCE RELATED TO THE FUNCTIONS OF THE POST/S YOU ARE APPLYING:

Start with your most recent experience and list in reverse order

Dates FROM mm/yy- TO mm/yy	Position/Org	Operation/Activity

9. INTERNATIONAL EXPOSURE OTHER THAN PEACEKEEPING OPERATIONS:

Start with your most recent experience and list in reverse order

Date: FROM mm/yy- TO mm/yy	Position/Org	Function/Activity

10. Additional Comments:

[Empty box for additional comments]

11. I certify that the statements made by me in answer to the foregoing questions are complete and correct. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Organization renders a candidate ineligible for further consideration.

I declare that I have never committed, been convicted of and am not currently under investigation or being prosecuted for any criminal, human rights, civil action or disciplinary offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving are not considered minor traffic violations for this purpose). I declare that I have not been involved, by act or omission, in the commission of any violation of international human rights law or international humanitarian law.

I am not able to attest to the preceding paragraphs for the following reasons:
.....
.....

Date Signature

N.B. You will be requested to supply documentary evidence which supports the statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so by the Organization and, in any event, do not submit the original texts of references or testimonials unless they have been obtained for the sole use of the Organization.

B. TO BE COMPLETED BY THE RELEVANT LOCAL AUTHORITY:

On behalf of I certify that the information provided by
is complete and correct.

I further certify that the nominated candidate has never been convicted of, or is not currently under investigation or being prosecuted for, any criminal or disciplinary offence, or any violations of international human rights law, civil action or disciplinary offence.

The Government of _____ is not aware of any allegations against the nominated candidate that she/he has committed or been involved, by act or omission, in the commission of any acts that may amount to violations of international human rights law or international humanitarian law.

In the case of the nominee who has been investigated for, charged with or prosecuted for any criminal offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving are not considered minor traffic violations for this purpose), but was not convicted, the Government is requested to provide information regarding the investigation(s) or prosecutions concerned.

Date..... Official Stamp

PLEASE NOTE:

An incomplete or unsigned form will not be accepted

FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST: Full time <input type="checkbox"/> Part time <input type="checkbox"/> hours/week:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:

DESCRIPTION OF YOUR DUTIES

FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST: Full time <input type="checkbox"/> Part time <input type="checkbox"/> hours/week:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:

DESCRIPTION OF YOUR DUTIES

FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST: Full time <input type="checkbox"/> Part time <input type="checkbox"/> hours/week:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:

DESCRIPTION OF YOUR DUTIES

FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST: Full time <input type="checkbox"/> Part time <input type="checkbox"/> hours/week:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				
FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST: Full time <input type="checkbox"/> Part time <input type="checkbox"/> hours/week:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				
FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST: Full time <input type="checkbox"/> Part time <input type="checkbox"/> hours/week:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

17

United Nations Nations Unies

Job Title : United Nations Police Adviser, D-2
Department / Office : Office of the Police Adviser
Duty station : NEW YORK
Posting period : 09/03/2022 - 08/06/2022
Job Opening Number : DPO/SEC2201P/D-2/01

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

Organizational Setting and Reporting:

The Police Division is headed by a Police Adviser, who is accountable to the Assistant Secretary-General for Rule of Law and Security Institutions. The Police Adviser has direct access to the Under-Secretary-General for Peace Operations, when required. The Police Adviser is responsible for providing advice and support on all policing issues to the Department of Peace Operations (DPO) and the Department of Operational Support (DOS) and to heads of police components of operations led by the Department of Peace Operations and missions led by the Department of Political and Peacebuilding Affairs (DPPA) with police advisory functions. The Police Adviser may also, as required, provide advice to the Under-Secretary-General for Political and Peacebuilding Affairs, the Secretary-General and the Security Council through the Under-Secretary-General for Peace Operations, ensuring that such advice and support is fully coordinated with the Assistant Secretary-General for Rule of Law and Security Institutions.

Responsibilities:

The incumbent will be required to:

- Provide overall strategic direction and mission related advice on police matters to the Assistant Secretaries-General in DPO, in the DPO-DPPA Joint Regional Structure, in DOS, to Heads of Police Components in the field, and to others as requested and appropriate.
- Provide oversight of policing issues in all operations and direct responses to critical incidents and issues that arise in the field, Oversee the management of police components, including the conduct of recruitment and training of police officers serving in the field.
- Establish frameworks for launching new police operations in implementation of Security Council resolutions; develop, oversee and participate in the conceptualization and implementation of operations and operational initiatives, and determine the parameters for new initiatives in consultation with other senior officials.
- Coordinate and cooperate with the Military Adviser and senior officials in the DPO-DPPA Regional Divisions within the DPO-DPPA Joint Regional Structure and in the Division for Policy, Evaluation and Training.
- Maintain liaison with the Department of Political and Peacebuilding Affairs, the Peacebuilding Commission, the Peacebuilding Support Office, the Department of Operational Support, other United Nations departments, agencies, funds and programmes, Member States, non-governmental organisations, the academic community and civil society.
- Exercise overall responsibility for the leadership of the Police Division and its activities and products, including its planning processes and the management of police officers serving in the Police Division and those assigned to the Integrated Operational Teams in the Regional Divisions.

• Provide strategic direction and oversee the management of the Standing Police Capacity and its deployment to field missions.

• Represent the United Nations and/or the Department of Peace Operations, as appropriate, in meetings, conferences and seminars on police-related issues.

Competencies:

Professionalism: Demonstrates professional competence in police matters at the strategic and command levels; identifies issues and uses sound judgment in applying expertise to solve a wide range of problems; works well under pressure; has strong conceptual and analytical abilities and proven negotiation skills.

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.

Leadership: Is proactive in developing strategies to accomplish objectives. Anticipates and resolves conflicts by pursuing mutually agreeable solutions. Establishes and maintains relationships with a broad range of interlocutors to understand needs and gain support. Provides leadership and takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work; demonstrates knowledge of strategies and commitment to the goal of gender balance in staffing.

Vision: Identifies strategic issues, opportunities and risks; clearly communicates links between the Organization's strategy and the work unit's goals; generates and communicates broad and compelling organizational direction, inspiring others to pursue that same direction; conveys enthusiasm about future possibilities.

Judgement/Decision-Making: Identifies the key issues in a complex situation, and comes to the head of the problem quickly. Proposes a course of action or makes a recommendation based on all available information and on consultations with other affected units. Determines that the actions proposed will satisfy the expressed and underlying need for the decision. Demonstrates an understanding of political sensitivities.

Qualifications:

Education : Advanced university degree (Master's degree or equivalent) preferably in criminal law or related field. A first level university degree with a relevant combination of academic qualifications and relevant police experience may be accepted in lieu of the advanced university degree. Graduation from a police academy or similar law enforcement training institution is required.

Experience: Must be a senior professional police officer on active duty with the rank of Commissioner, Deputy Commissioner or rank equivalent to Major-General level. Must have at least 15 years of relevant experience, with command experience, progressively responsible national law enforcement experience in field and headquarters locations in police policy-making as well as strategic and operational police management experience. Service in a UN peacekeeping or other field operation is highly desirable. Experience in other international organizations is desirable.

Languages: English and French are the working languages of the United Nations Secretariat. For this post, fluency in English (both oral and written) is required; knowledge of French is desirable. Knowledge of another UN official language is an advantage.

Assessment Method:

Kindly note that you may, as part of the evaluation of your application for this position, be requested to undergo written knowledge-based assessment exercises, which may be followed by a competency-based interview depending on the result of the test.

Special Notice:

Circulation of this Job Opening is limited to Member States. Only police officers currently employed in their National service and who have received authorization by their National Authorities to apply for this Job Opening will be considered. Appointment is limited to service within the Department of Peace Operations on posts financed by the support account for peace operations requiring active police service. During their tenure, seconded officers cannot be transferred or be reassigned to other positions within DPO or the UN Secretariat. It should be noted that successful candidates will be offered a two year Fixed-Term appointment which, based on performance and operational needs, may be extended to a third or in exceptional circumstances to a fourth and final year.

Currently serving seconded active-duty officers are not eligible to apply or be nominated for new seconded positions until separated for at least one year from any last secondment with the UN Secretariat.

Nominations of female candidates encouraged.