



UNHCR

United Nations High Commissioner for Refugees
Haut Commissariat des Nations Unies pour les réfugiés

GREAT/HRC/2016/560

VACANCY NOTICE FOR A TEMPORARY APPOINTMENT

WOMEN CANDIDATES ARE STRONGLY ENCOURAGED TO APPLY

UNHCR Greece invites applications from qualified candidates for the following positions:

Position title	Field Safety Associate
Position Number	Temporary Appointment
Category and Level	General Service, GL- 6
Duty Station	Thessaloniki
Remuneration	Attractive salary and entitlements as per UN Staff Rules & Regulation
Duration	Initially for a period of 3 months with a possibility for extension
Effective date	2 weeks following the receipt of the offer
Closing Date	2 August 2016

OPERATIONAL CONTEXT

In response to the exponential turn in the refugee and migrant crisis impacting Europe since the beginning of 2015, UNHCR Office in Greece mobilized efforts to assist the Government in identifying the needs and protection concerns of the refugees. UNHCR coordinates and promotes the implementation of its mandate within the framework of the Refugee Coordination Model with the government, civil society (IPs and Ops) and other relevant international and national stakeholders to provide protection and assistance to the thousands of women, men, boys and girls who continue to arrive in Greece and move onwards under very compelling human and protection conditions.

FUNCTIONAL STATEMENT

The Field Safety Associate manages and supports activities pertaining to staff security. The incumbent is supervised by a Senior Officer who defines general work objectives and provides necessary advice and guidance. The incumbent maintains regular contact on a working level on routine issues with other UNHCR staff members, UN agencies, NGOs, implementing partners in the area to facilitate the operation. The duty of the incumbent is to support and monitor the management of security issues.

Accountability

- Country operations receive practical advice and support toward helping ensure an appropriate level of safety.
- UNHCR maintains beneficial relationships with host country law enforcement agencies and the UN Security Management System.

Responsibility

- Provide assistance to the supervisor in evaluating the level of risk and assessing the existing security measures for the UNHCR staff, operations, premises, partners and persons of concern.
- Conduct regular security assessment missions to the field in coordination with UNDSS/other agencies; assist the supervisor during field missions to gather information and analyse the security situation.
- Be aware of security protocols and procedures in place, especially those comprising Minimum Operational Safety Standards (MOSS) and Minimum Operational Residential Safety Standards; check for compliance and advise management on any deficiencies.
- Monitor the physical security of UNHCR premises and reports on deficiencies/ requirements for the guard force.



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- Assist in efforts to ensure the physical protection and security of refugees and other persons of concern.
- Provide support during implementation of security-related projects.
- Assist in the monitoring, updating and reporting of security-related events.
- Assist in the processing of administrative security issues.

Authority

- Initiate upon request of the Representative the contact with the relevant external parties on various issues.

ESSENTIAL MINIMUM QUALIFICATIONS & PROFESSIONAL EXPERIENCE REQUIRED

- Education: completion of secondary education with relevant training and experience in security and safety issues.
- Job experience: minimum of 8 years (6 with advanced training/certificate) of previous relevant job experience.
- Fluency in English and Greek; other UN languages considered an asset.
- Good communication skills (written and oral).

DESIRABLE QUALIFICATIONS & COMPETENCIES

- Good computer skills
- Excellent security apparatus knowledge

SUBMISSION OF APPLICATIONS

If you wish to be considered for this vacancy, please submit your Personal History Form (P11) (which can be downloaded from www.unhcr.org/recruit/p11new.doc) and motivation letter by e-mail with "LAST name – Position" in the subject line to: greatvac@unhcr.org no later than 2 August 2016.

Shortlisted candidates might be required to sit for a written test and will have to undergo an oral interview. Only shortlisted candidates will be notified. No late applications will be accepted.

UNHCR is an equal opportunity employer and does not charge a fee at any stage of the recruitment process (application, interview meeting, processing, training or any other fees).

Deadline for submission of application: 2 August 2016.