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(Announcements)

## ADMINISTRATIVE PROCEDURES

## EUROPOL

## NOTICE OF RECRUITMENT: DEPUTY DIRECTOR

(2009/C 86 A/01)

Europol considers that a balanced representation of women and men is important, as well as an adequate representation of nationals of all Member States, taking into account a fair geographical representation, and of the official languages of the European Union. Therefore, Europol particularly encourages women from all Member States to apply for this vacancy.

## EUROPOL MISSION

The objective of Europol shall be to assist in improving the effectiveness and cooperation of the competent authorities in the Member States in preventing and combating all forms of serious international crime and terrorism. This mission is fulfilled in a mainly English-speaking environment.

## 1. JOB DESCRIPTION

## 1.1 Key accountabilities for Europol Deputy Directors

- a) Provide leadership and direction to the department in fulfilling the Europol objectives;
- b) Ensure day-to-day administration and personnel management at departmental level;
- c) Provide proper preparation and implementation of decisions of relevant bodies;
- d) Ensure proper preparation and implementation of budget-related issues at departmental level;
- e) Support and assist the Director in the strategic development of Europol by providing organisational advice and maintaining strategic links at departmental level with the relevant EU bodies and law enforcement agencies of the Member States;
- f) Monitor the business planning and the performance management within the department;
- g) Promote the achievements of Europol to the media and represent the Organisation at external and internal meetings and conferences, as required;
- h) Manage and promote the development of awareness programmes;
- i) Maintain close liaison and hold regular discussions with other departments;
- j) Represent and replace the Director as and when required;
- k) Perform any other task assigned to them by the Director.

## 1.2 Specific accountabilities for the vacant post

Without prejudice to the Director's definition of tasks and responsibilities, the successful candidate will be, in particular, responsible for:

- a) Managing and supervising the Serious Crime Department and coordinating its units;
- b) Managing Europol's analytical activities, including the initiation of and/or assessing proposals for operational projects and analytical work files;
- c) Directing Europol's involvement in joint investigation teams;
- d) Managing and supervising that Europol provides an effective operational and investigative support to the Member States in order to meet the requirements of their respective law enforcement agencies;
- e) Managing and supervising the analysis process at Europol in line with the decisions of the Operational Steering Group, including the preparation of:
  - Operational analysis products;
  - Strategic intelligence to assist with and promote the efficient and effective use of the resources available at national level for operational activities;
  - General situation reports;
- f) Ensuring that competent authorities of the Member States are notified without delay of information concerning them and of any connections identified between criminal offences;
- g) Providing strategic advice to EU Member States law enforcement and intelligence agencies on the current threats to the European Union from organised crime and terrorism and on the options for reducing and tackling those threats, with particular attention to the Organised Crime Threat Assessment (OCTA);
- h) Coordinating the development of specialised knowledge of the investigative procedures of the Member States, including advice on investigations;
- i) Maintaining effective operational cooperation with law enforcement and intelligence agencies in the area of operational exchange of information and intelligence;
- j) Managing the implementation of an effective operational cooperation with international partners including Non-EU States with whom Europol has concluded an agreement;
- k) Contributing to the development of the Europol Information Strategy;
- l) Establishing and maintaining effective links at operational decision-making level with law enforcement and intelligence agencies in other countries that have an active interest in the provision and use of intelligence against organised crime and terrorism;
- m) Exercise overall quality control of strategic and operational products and services without prejudice to the ongoing evaluation activities;
- n) Managing Europol's overall cooperation with the Heads of the Europol National Units, ensuring that Europol's direction in these meetings correlates to Europol's overall policy.

## 2. PERSONAL SKILLS REQUIRED

Applicants will be required to demonstrate a thorough understanding of international police cooperation at a senior management level.

In addition, applicants will be required to:

- a) be educated to university degree level or equivalent;
- b) be an experienced manager of senior rank (minimum 10 years of managerial experience), preferably with experience at the operational level in the fight against organised crime and/or terrorism within the EU/international environment;

- c) possess proven leadership skills (effectiveness in getting ideas accepted and in guiding a group or an individual to accomplish a task);
- d) demonstrate strong entrepreneurial skills in identifying and pursuing new areas of activities;
- e) exhibit strategic understanding (display breadth of vision, the ability to grasp critical issues quickly and be able to apply strategic vision to the solution of practical problems);
- f) be able to communicate effectively (fluently, clearly and concisely, orally and in writing) with both internal and external audiences and with the media. A sound knowledge of at least two official languages of the European Union is required;
- g) demonstrate and maintain a high level of honesty and integrity (through personal behaviour and example for others, including transparency in actions and decision-making and encouraging ethical behaviour in others);
- h) exhibit well-developed influencing skills at the most senior levels (influence others towards agreement and commitment);
- i) have good diplomatic skills and ability to deal with sensitive issues at the highest administrative and political levels;
- j) possess strong interpersonal skills with the ability to inspire and motivate staff from a variety of backgrounds and nationalities (be flexible and non-defensive in interactions, work co-operatively and supportively in a team);
- k) be resilient (maintain high effectiveness and a positive approach in the face of opposition and adversity);
- l) display innovation (ability to generate fresh solutions to work situations, recognise and accept imaginative solutions);
- m) be an effective planner and organiser (able to establish and monitor an appropriate course of action for self and others to accomplish a specific goal by using resources appropriately and delegating effectively).

### 3. CONDITIONS OF EMPLOYMENT

Candidates may be engaged only on the condition that he/she is a national of one of the Member States of the European Union and enjoys full rights as a citizen on the day of his/her application.

The legal framework of this recruitment procedure is provided for by the Europol Convention and the Council Act of 3 December 1998 laying down the Staff Regulations applicable to Europol Employees (1998/C 26/07), as amended by the Council Act of 19 December 2002 (2003/C 24/01).

Additional information may be found at [www.europol.europa.eu](http://www.europol.europa.eu)

### 4. APPOINTMENT

The successful candidate will be appointed by the Council, after obtaining the opinion of the Europol Management Board, for a four-year period, renewable once.

### 5. SALARY

Salary scale: 2

The basic salary is EUR 13 592,32

In addition, when relevant, family allowances can be granted:

- 5 % of the basic salary — household allowance;
- EUR 284,20 (net) per dependant child;
- EUR 1 235,67 — expatriation allowance

Social contributions and taxes have to be deducted from the above-mentioned amounts.

### 6. SECURITY SCREENING

The successful applicant shall be subject to security screening in compliance with the confidentiality regulations adopted pursuant to Article 31 of the Europol Convention.

**7. IMPORTANT DATES**

Deadline for application: 60 days within the date of publication in the *Official Journal of the European Union*.

Selection procedure: second and third quarters 2009

Starting date: 1 January 2010

**8. APPLICATIONS**

Applicants are requested to submit their applications in writing using the application form available on the Europol website to:

The Chairman of the Europol Management Board  
C/o Head of Human Resources  
Europol  
Raamweg 47; PO Box 90850  
NL-2509 LW, The Hague; The Netherlands  
Fax: + 31 70 318 08 61  
[www.europol.europa.eu](http://www.europol.europa.eu)

Contact Person:

Mr. Alfredo Nunzi, Secretary of the Management Board  
Tel: + 31 70 302 53 25  
E-mail: [mbs@europol.europa.eu](mailto:mbs@europol.europa.eu)

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