

JOB DESCRIPTION

Name of the Post: **Second Officer in the Crimes against Persons Unit (SC3) of the Serious Crime Department**

Reporting to: **First Officer in the Crimes against Persons Unit/Child Sexual Exploitation**
Head of the Crimes against Persons Unit

1. Purpose of the post

Within the Serious Crime Department, and under the authority of the First Officer of the Child Sexual Exploitation Group in the Crimes against Persons Unit (SC3), the Second Officer to be recruited will have the task of developing projects dealing with strategic and operational information or intelligence related to child sexual exploitation.

The post holder will have the task of providing expertise and advice to Member States (MS), European law enforcement agencies and Europol's other partners in this area of crime.

2. Tasks and Responsibilities

The successful applicant will have to carry out the following main duties:

On an operational level

Assist the First Officer in the handling of operational data, with the aim of contributing to the identification, disruption and dismantling of organised crime (OC) networks involved in the sexual exploitation of children as follows:

- Participate in the development of projects concerning child sexual exploitation in general and related forms of crime;
- Assist in the collection of data and facilitate the exchange of information between MS;

- Notify the competent authorities in the MS of any information relevant to them and inform them of any connections identified between criminal offences;
- Aid investigations in the MS by forwarding all relevant information to the National Units;
- Liaise with officers of law enforcement agencies across the European Union (EU) to enhance the effectiveness of their investigations, especially by providing intelligence support for major criminal investigations into child sexual exploitation.

On a strategic level

Support the First Officer in developing and implementing initiatives taken by Europol and Europol's partners in order to improve cross border law enforcement cooperation in combating the sexual exploitation of children as follows:

- Represent Europol in specialized fora and relevant regional and international strategic initiatives;
- Develop, maintain and update expertise on child sexual exploitation, through research, study and liaison with relevant agencies and experts;
- Keep abreast of trends, new routes, new modus operandi and new techniques used by criminals to support their activities;
- Contribute to and assist in the preparation of strategic reports and documents, including the EU Organised Crime Threat Assessment and the Child Sexual Exploitation Intelligence Bulletin;
- Assist in the drafting of briefing notes, situation and operational reports on different subjects;
- Assist the First Officer in the organisation and delivery of the annual Europol training course on combating the sexual exploitation of children on the Internet.

3. Requirements

3.1 General requirements (Art. 24 of the Europol Staff Regulations)

The post holder should:

- **Be a member of a competent authority in one of the Member States of the European Union and enjoy full rights as a citizen;**
- **Have an excellent oral and written command of at least two official languages of the European Union, including English;**
- **Have fulfilled any obligations imposed on him/her by the laws concerning military services;**
- **Produce appropriate character references as to their suitability for the performance of the duties;**

- **Be physically fit to perform the duties;**
- Possess a level of education that corresponds to completed studies (e.g. university, polytechnic or university of applied sciences) or comparable administrative education attested by a diploma (e.g. Police Officer's school);
- Have a minimum of 5 years of work experience in the operational law enforcement environment, including at least 3 years of experience related to combating child abuse material on the internet and the investigation of sexual exploitation of children.

3.2 Specific skills and competencies required for the post:

The post holder should:

a. Professional experience:

Essential:

- Have operational experience in fighting criminal networks involved in the crime of child sexual exploitation;
- Have experience of intelligence gathering/handling in relation to investigations against child sexual exploitation.

Desirable:

- Have experience of working in a multi-agency or international environment;
- Have experience in delivering specialised training focusing on child sexual exploitation.

b. Professional knowledge:

Essential:

- Have knowledge of both the competencies of law enforcement agencies as well as of the role of the national and international stakeholders in the field of fighting child sexual exploitation;
- Have sound knowledge of the EU legal framework in general and the area of law enforcement cooperation in particular, as well as sound knowledge of Europol's legal framework.

Desirable:

- Have basic knowledge of criminal analysis processes.

c. Technical skills and competencies:

Essential:

- Have good knowledge of office IT applications and products, in particular Microsoft Office® and the internet;
- Have excellent organisational skills including the ability to work under pressure;
- Possess excellent analytical skills;

Desirable:

- Have experience in drafting reports on child sexual exploitation related issues;
- Have experience of internet investigations focusing on the dissemination of child abuse material.

d. Social skills and competencies:**Essential:**

- Possess a high level of interpersonal skills, with the ability to work well within a team;
- Possess good oral and written communication skills, including the ability to tactfully deal with sensitive matters or people;
- Have sound judgement;
- Display a high level of professionalism, creativity and flexibility;
- Have a high sense of responsibility and integrity, and display initiative and commitment;
- Be capable of working effectively in an international, multi-professional work environment.

4. Salary

Scale: 8

The basic salary is EUR 4 134, 46.

(Tax deductions and social contributions within Europol amount to approximately 10-15%)

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

- 5% of the basic salary – household allowance;
- EUR 289.03 (net) - per dependant child;
- EUR 628.33 (net) – expatriation allowance

Additional benefits (annual trip home, education allowance, rent and other allowances, excellent health insurance, etc.)

5. Additional Information

5.1 Main dates:

Deadline for application: 25. August 2009
Recruitment procedure: 14./15. September 2009
Starting date of employment: no later than 1 December 2009

5.2 Contact Details:

Should you have further questions on the details of the above position, or should you require any guidance on completing the application form please consult the EUROPOL RECRUITMENT GUIDELINES on www.europol.europa.eu or call +31 (0) 70 302 5298 or +31 (0) 70 353 1628.
