

United Nations International Residual Mechanism for Criminal Tribunals

Call for Interest Individual Contractor – Security Officer

DEADLINE FOR APPLICATIONS : 19 April 2024
DATE OF ISSUANCE : 12 April 2024
OFFICE : Registry/Security and Safety Section
LOCATION : Arusha
JOB OPENING NUMBER : 2024/IRMCT/REG/SSS-A/006-IC

This position is subject to local recruitment. Only applicants who are authorized to work in the duty station and currently living in the duty station or in commuting distance can apply to this position.

Organizational setting and Reporting:

The Individual Contractor position is located in the Registry, Security and Safety Section of the International Residual Mechanism for Criminal Tribunals (IRMCT), Arusha branch. The incumbent will work under the general supervision of the Chief of Security.

Only candidates under consideration will be contacted for a further assessment.

Work Location:
Arusha, Tanzania

Expected duration:
Six (6) months with possibility of up to three (3) month extension.

Duties and Responsibilities:

The IC Security Officer reports to the Security Lieutenant and relates to them on the daily operations, administration, and execution of their responsibilities at the Arusha duty station in the following areas:

- Perform Security duties and assignments in the IRMCT Arusha SSS Premises Security teams to ensure full compliance with United Nations Security and Safety policies and SOPs.
- Perform duties that are focused on the provision of Safety and Security to UN Staff, Delegates, Visitors, and all other users of the IRMCT Arusha Premises.
- Prevent entry of an unauthorized persons into the Premises and restricted areas.
- Perform duties at the IRMCT Arusha Security Operations Centre.
- Conduct regular inspection of IRMCT Offices/building sites and ensure all offices are well secured. Report defective security installations and security equipment, and all security and safety violations to the Supervisor.
- Ensure that prescribed access control measures are adhered to by all users of the IRMCT Premises.
- Conduct patrols of the area of responsibility, recording and reporting any safety and security violations or observations.
- Maintain alertness for any potential or actual breaches of security, disturbances, or unusual activities related to safety and security, and reporting these immediately.
- Ensure that all personnel have authorization and proper documentation when removing any United Nations Official Equipment, items/supplies out of the IRMCT compound.
- Respond effectively and efficiently to security and safety incidents and emergencies in accordance with the SOPs, applicable policies, and security plans.
- Report fire and safety hazards, fire alarms as well as any suspicious or unusual circumstances and initiate appropriate action.
- Perform driving duties when required.
- Perform any other duties as assigned.

Qualifications/Special Skills:

Education: A High School diploma or equivalent is required. Supplemental security management training or related is desirable.

Computer skills (MS Office) are desirable.

Work Experience: A minimum of three (3) years of experience in the Police force, Military, or security-related field is required. Driving License category B is required.

Prior experience within the UN system or similar international organisation is desirable.

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Language: English and French are the working languages of the IRMCT. For the position advertised, fluency in English is required.

Fee for Service: The IC will be paid monthly at a daily rate equivalent to the GS4 salary grade for Arusha, Tanzania.

Special Notice:

The appointment is limited to the International Residual Mechanism for Criminal Tribunals. Granting of a contract to the successful candidate on this IC position will be limited to the availability of funding. Extension of the contract is subject to the extension of the mandate and/or the availability of funds. This is not a staff position. As the international tribunals are not integrated in the Secretariat, there is no expectation of service or reassignment within the United Nations Secretariat.

The United Nations is committed to creating a diverse and inclusive environment of mutual respect. The United Nations recruits and employs personnel regardless of gender identity, sexual orientation, race, religious, cultural and ethnic backgrounds or disabilities. Reasonable accommodation for applicants with disabilities may be provided to support participation in the recruitment process when requested and indicated in the application.

How to Apply (website)

Qualified candidates who are able to work on short notice in Arusha, are invited to submit their application and their UN Personal History Form (PHP) (form can be find it at <https://www.irmct.org/en/recruitment>) , to recruitmentR@un.org inbox quoting the Reference No. 2024/IRMCT/REG/SSS-A/006-IC the subject line.

United Nations Considerations

According to article 101, paragraph 3, of the Charter of the United Nations, the paramount consideration in the employment of the staff is the necessity of securing the highest standards of efficiency, competence, and integrity. Candidates will not be considered for employment with the United Nations if they have committed violations of international human rights law, violations of international humanitarian law, sexual exploitation or sexual abuse, or crimes other than minor traffic offences, or if there are reasonable grounds to believe that they have been involved in the commission of any of these acts. The term “sexual exploitation” means any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another. The term “sexual abuse” means the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions.

Due regard will be paid to the importance of recruiting the staff on as wide a geographical basis as possible. The United Nations places no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. The United Nations Secretariat is a non-smoking environment.

Applicants are urged to follow carefully all instructions available in the online recruitment platform, inspira. For more detailed guidance, applicants may refer to the Manual for the Applicant, which can be accessed by clicking on “Manuals” hyper-link on the upper right side of the inspira account-holder homepage.

The evaluation of applicants will be conducted on the basis of the information submitted in the application according to the evaluation criteria of the job opening and the applicable internal legislations of the United Nations including the Charter of the United Nations, resolutions of the General Assembly, the Staff Regulations and Rules, administrative issuances and guidelines. Applicants must provide complete and accurate information pertaining to their personal profile and qualifications according to the instructions provided in inspira to be considered for the current job opening. No amendment, addition, deletion, revision or modification shall be made to applications that have been submitted. Candidates under serious consideration for selection will be subject to reference checks to verify the information provided in the application.

APPLICATIONS MUST BE RECEIVED NO LATER THAN MIDNIGHT ON THE DEADLINE DATE. APPLICATIONS RECEIVED AFTER THE DEADLINE WILL NOT BE CONSIDERED.

No Fee:

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, TRAINING OR ANY OTHER FEES). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON BANK ACCOUNTS.
