



# ARMED POLICE FORCE, NEPAL

## MESSAGE FORM



APFC(HQ)

SERIAL NO:-

२६६६

FROM:-	स.प्र.बल, नेपाल प्र.का.मानवश्रोत विभाग।	DTO:-	२५१२००
TO:-	स.प्र.बल, नेपाल प्र.का. विभागहरु सबै, महाशाखाहरु सबै, राष्ट्रिय सशस्त्र प्रहरी बल प्रशिक्षण प्रतिष्ठान, बाहिनीहरु सबै।	IN/OUT:-	
INFO:-	स.प्र.बल, नेपाल प्र.का.स.प्र.म.नि.को सचिवालय, सूचना तथा संचार प्रविधि शाखा (कम्प्युटर)।	GROUP COUNT:-	

१. UNHQ New-York बाट United Nations Organization for the Stabilization in Democratic Republic of Congo (MONUSCO) मा निम्न पदको लागि योग्य अधिकृतहरुको माग भई आएको हुँदा मापदण्ड पुग्ने ईच्छुक सशस्त्र प्रहरी अधिकृतहरुले Updated UNP-11 र Employment & Academic Certification (EAC) Form मिति २०८१/०८/०६ गते यस शाखाको E-mail:-apfp11bank@gmail.com मा प्राप्त हुने गरी पठाउनुका साथै संचारबाट समेत अनिवार्य जानकारी दिनु हुन अनुरोध (०)

निम्न :

SN	Post	Rank
1	Police Reform and Restructuring Coordinator P-4	SP & above
2	Police Training Officer P-3	DSP & above
3	Police Planning Officer P-3	DSP & above

२. क्राईटेरिया :

क) कारवाही अवधी वा कारवाही प्रकृत्यामा नरहेको (०)

ख) अंग्रेजी तथा फ्रेन्च भाषामा दखल भएको (०)

ग) अन्य क्राईटेरियाको हकमा माग भई आएको पदका लागि उल्लेख भएको क्राईटेरिया पुरा भएको हुनुपर्ने (०)

३. रा.स.प्र.बल प्र.प्र.ले शिक्षालयहरुबाट र बाहिनीहरुले आफ्नो मातहतका सबै कार्यालयहरुबाट तोकिएको समयमा अनिवार्य रुपमा आवश्यक फर्महरु संलग्न राखी एकमुष्ट संकलन गरी खुलाई पठाउनु हुन अनुरोध (०)

४. साथै उपरोक्त अनुसारको क्राईटेरिया भित्र पर्ने ईच्छुक सशस्त्र प्रहरी अधिकृतहरुको विवरण खुलाई पठाउनु हुन स.प्र.म.नि.को सचिवालयलाई यसै संचारको बोधार्थद्वारा सादर अनुरोध (०)

५. उल्लेखित पद सम्बन्धि प्राप्त Job Description पत्रहरु सशस्त्र प्रहरी बल, नेपालको Website मा Upload गरि दिनु हुन सशस्त्र प्रहरी, नेपाल प्र.का. सूचना तथा संचार प्रविधि शाखा (कम्प्युटर) लाई यसै संचारको बोधार्थद्वारा अनुरोध साथै ईच्छुक स.प्र.क.हरुले उक्त Website बाट प्राप्त गर्न हुन अनुरोध (०)

मिति:- २०८१/०७/२६ गते।

Degree of Priority Originator's Instruction					Originator's Signature (With Rank)	T.H.I.		
MJ	TJ	AJ	J	O		Date & Time	System	Operator
						IN		
Reg. No.						OUT		

UN 21101  
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# United Nations



*Job Opening for Position requiring official secondment  
from national governments of Member States of the United Nations Organization  
Appointments are limited to service on posts financed by  
the support account of peacekeeping operations*

<b>Post title and level</b>	<b>Police Reform and Restructuring Coordinator, (P-4)</b>
<b>Organizational Unit</b>	<b>United Nations Organization for the Stabilization in Democratic Republic of Congo, MONUSCO</b>
<b>Duty Station</b>	<b>Kinshasa</b>
<b>Reporting to</b>	<b>Deputy Police Commissioner</b>
<b>Duration</b>	<b>12 Months (extendible)</b>
<b>Deadline for applications</b>	<b>11 January, 2025</b>
<b>Job Opening number</b>	<b>2024-MONUSCO-78800-DPO</b>

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

## **RESPONSIBILITIES:**

In compliance with the UN mandate and under the guidance and supervision of the MONUSCO Deputy Police Commissioner, the Police Reform and Restructuring Coordinator (P-4) will be responsible for the development of police services in the Democratic Republic of Congo (DRC) conforms with modern democratic principles and operational efficiency and effectiveness. Within the limits of delegated authority and under the guidance and supervision of the Deputy Police Commissioner, the Police Reform and Restructuring Coordinator will be performing the following duties:

- Reviewing the existing local police structure and systems, including in-depth analysis of personnel and skills requirements, evaluation of the criminal justice system and local police operational capabilities, as the basis for making comprehensive analysis and recommendations for the overall reform, restructuring, and institutional development of the local police service.
- Development of short and medium-term plans and programs for the reform and restructuring and the longer-term institutional development of the local police service.
- Advising and assisting local counterparts on issues related to the national police reform initiatives to bring them to internationally accepted standards of democratic policing.
- Periodically conducting evaluation and assessment of all reform, restructuring, and institutional development activities and provide guidance and support to other police initiatives.
- Assist and advise the local counterpart in developing and implementing recruitment, vetting, and selection policies and procedures.
- Developing reform and restructuring plans for the local police service in coordination and consultation with the UN Mission, government, and local police leadership.
- Coordinating bilateral and multilateral support initiatives relating to security sector reform and capacity enhancement of local security services.

- Production and timely submission of reports relating to the overall reform and restructuring and institutional development of the local police.
- Liaising with senior local police officials and other relevant government officials on matters related to restructuring the existing or setting up a new police service.
- Regularly consulting and collaborating with UN agencies, international and national NGOs, judicial officers, correction officers, bilateral/multilateral donors, civil society members, and host state national government on police issues relevant to the mandate.

### **COMPETENCIES:**

**Professionalism:** Shows pride in work and achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines, and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with complex problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all work areas. Strong negotiation and conflict-resolution skills. Outstanding expert knowledge in the technical field of work in general and in the specific areas being supervised in particular; strong organizational skills; experience in management and administration; ability to review and edit the work of others.

**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.

**Teamwork:** Works collaboratively with colleagues to achieve organizational goals; solicits inputs by genuinely valuing other's ideas and expertise; is willing to learn from others; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

**Client Orientation:** Considers all those to whom services are provided to be "clients" and seeks to see things from clients' point of view; establishes and maintains productive partnerships with clients by gaining their trust and respect; identifies clients' needs and matches them to appropriate solutions; monitors ongoing developments inside and outside the clients' environment to keep informed and anticipate problems; keeps clients informed of progress or setbacks in projects; meets timeline for delivery of products or services to client.

### **QUALIFICATIONS:**

**Education:** Advanced university degree (Masters or equivalent) in law, police management, law enforcement, security studies, criminal justice, business or public administration, human resources management, change management, or related area. A first-level university degree, in combination with qualifying experience, may be accepted in lieu of the advanced university degree. Specialized training in the area of incumbent's responsibility (operations, reform, administration, training, etc.) is highly desirable. Graduation from a certified Police Academy or other national or international Law Enforcement Training Institution is required.

**Work Experience:** A minimum of 7 years (9 years in the absence of an advanced degree) of progressively relevant and active policing service/experience in a national or international law enforcement agency both at the field and national police headquarters level - required; 5 years of active police experience at policy-making level with strategic planning and management experience in one or few of the following areas: police operations, human and financial resources management, crime management, police administration, police training and development, change management (particularly in law enforcement), reform and restructuring or

related field - required; practical direct experience in commanding a regional or a state level police units, or heading a department at national police HQ level—is highly desirable. Previous UN or international experience is an advantage. Previous UN or international experience is an advantage.

**Rank:** The rank required for a P-4 is Superintendent of Police, Lieutenant Colonel, or other equivalent or higher rank.

**Languages:** English and French are the UN's working languages. Fluency in oral and written French is required for the post advertised, and fluency in English is desirable.

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Preference will be given to equally qualified women candidates.  
Date of Issuance: 08 August 2024

*In accordance with the new Policy on Human Rights Screening of UN Personnel, all individuals who seek to serve with the United Nations are requested to make "self-attestation" that s/he has not committed any serious criminal offenses and has not been involved in violations of international human rights or international humanitarian law. The exact wording of the self-attestation is outlined in para. 5.2 of the above-mentioned Policy. The final decision on the selection of an individual to serve with the United Nations will also be subject to human rights screening.*

<https://police.un.org/en/vacancies>

**Special Notice:** *Circulation of this Job Opening is limited to the Member States of the United Nations. Only police personnel who are currently employed in their national police service and who have received authorization from their respective national authority to apply for this Job Opening, will be considered.*

*Please note that during their secondment to the United Nations, police personnel are not eligible for reassignment or transfer to any other seconded position in peace operations or the UN Secretariat.*

*Active-duty seconded personnel may serve under a UN staff contract for a period of up to three years (cumulative), which, in exceptional cases, can be extended for a fourth and final year subject to operational needs and satisfactory performance. This service limit includes periods of any prior services with the United Nations as an active-duty seconded officer under a UN staff contract.*

*Candidates who have previously served as active-duty seconded personnel may reapply after a break in service of at least one year from their last secondment under a UN staff contract, subject to the contract limitation as indicated above.*

*Nominations of currently serving active-duty seconded police personnel on a UN staff contract will not be considered.*

*Candidates must meet all the requirements of the Job Opening at the time of nomination in order to be considered for the position.*

*Nominations of women candidates are strongly encouraged.*

UN-2024-01  
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# United Nations

*Job Opening for Position requiring official secondment  
from national governments of Member States of the United Nations Organization  
Appointments are limited to service on posts financed by  
the support account of peacekeeping operations*

<b>Post title and level</b>	<b>Police Training Officer, P-3</b>
<b>Organizational Unit</b>	<b>United Nations Organization for the Stabilization in Democratic Republic of Congo, MONUSCO</b>
<b>Duty Station</b>	<b>Goma</b>
<b>Reporting to</b>	<b>Deputy Police Commissioner</b>
<b>Duration</b>	<b>12 Months (extendible)</b>
<b>Deadline for applications</b>	<b>07 November, 2024</b>
<b>Job Opening number</b>	<b>2024-MONUSCO-71874- DPO</b>

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

## **RESPONSIBILITIES:**

Under the overall supervision and authority of the Police Commissioner and Deputy Police Commissioner, within the limits of delegated authority and working in close coordination and collaboration with the UNPOL Reform and Restructuring Unit, the Police Training officer will be responsible for, but not limited to, the performance of the following duties:

- Leading the formation, supervision, and coordination of UNPOL training of the Congolese National Police and other law enforcement agencies.
- Coordinating with national authorities and providing regular advice to ensure adequate. Implementation of developed training plans, programs, and policies.
- Producing and timely submitting reports relating to the implementation of training programs and enhance the overall skills of the local police.
- Engaging international and regional partners in the development and expansion of areas of training support for the sustainability of the capacity development of law enforcement agencies.
- Developing a system for and implementing procedures and practices for the collecting and maintenance of a training database.
- Make periodic assessments of MONUSCO Police Training officers' performance.
- Liaising and chairing periodic meetings with UNPOL Sectors Chiefs concerning training and administrative functioning.
- Performing any other duties assigned by the Police Commissioner to fulfill the mandate.

## **COMPETENCIES:**

**Professionalism:** Shows pride in work and achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines, and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with complex problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all work areas. Strong negotiation and conflict-resolution skills. Outstanding expert knowledge in the technical field of work in general and in the specific areas being supervised in particular; strong organizational skills; experience in management and administration; ability to review and edit the work of others.

**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.

**Teamwork:** Works collaboratively with colleagues to achieve organizational goals; solicits inputs by genuinely valuing other's ideas and expertise; is willing to learn from others; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

**Communication:** Speaks and writes clearly and effectively; listens to others. Correctly interprets messages from others and responds appropriately; asks questions to clarify and exhibits interest in having two-way communication; tailors language, tone, style, and format to match audience; demonstrates openness in sharing information and keeping people informed.

## **QUALIFICATIONS:**

**Education:** Advanced university degree (master's or equivalent) in the applied sciences, social sciences, or other relevant fields. A first-level university degree with a combination of relevant academic Qualifications and extensive senior experience in law enforcement and community safety, including training and police management, may be accepted in lieu of the advanced university degree. A degree from a certified police academy or similar law enforcement training institution is required. Certification in "train-the-trainers" is highly desirable.

**Work Experience:** A minimum of 5 years (7 years in absence of an advanced degree) of relevant progressive responsible experience in law enforcement both at the field (region/district) level and in a national training institution, including practical experience in training curriculum development, training delivery both academic and in-service; train-the-trainers certification is highly desirable; at least three (3) years of senior, managerial experience in planning and administering police or law enforcement training, experience in training strategy development – required; experience in strategic planning, project and program development are desirable.

**Rank:** Rank required for a P-3 is Senior/ Chief Inspector, Major, other equivalent or higher rank.

**Languages:** English and French are the working languages of the UN. For the post advertised, fluency in oral and written French is required. Knowledge of English is an advantage.

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Preference will be given to equally qualified women candidates.

Date of Issuance: 7 November 2024

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<https://police.un.org/en/vacancies>

### **Special Notice :**

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*Active-duty seconded personnel may serve under a UN staff contract for a period of up to three years (cumulative), which, in exceptional cases, can be extended for a fourth and final year subject to operational needs and satisfactory performance. This service limit includes periods of any prior services with the United Nations as an active-duty seconded officer under a UN staff contract.*

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*Nominations of currently serving active-duty seconded police personnel on a UN staff contract will not be considered.*

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*Nominations of women candidates are strongly encouraged.*

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# United Nations



*Job Opening for Position requiring official secondment  
from national governments of Member States of the United Nations Organization  
Appointments are limited to service on posts financed by  
the support account of peacekeeping operations*

Post title and level	Police Planning Officer, P-3
Organizational Unit	United Nations Organization for the Stabilization in Democratic Republic of Congo, MONUSCO
Duty Station	Kinshasa
Reporting to	Head of Police Component (HOPC)
Duration	12 Months (extendible)
Deadline for applications	07 November, 2024
Job Opening number	2024-MONUSCO-71873-DPO

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

## **RESPONSIBILITIES:**

Under the overall supervision and substantive guidance of the Police Commissioner, in compliance with the United Nations Organization Stabilization Mission in the Democratic Republic of Congo (MONUSCO) mandate and within the limits of delegated authority, the Planning Officer will be responsible for the development, review, and implementation of strategic police plans and other activities based upon the core values of United Nations. In particular, the incumbent will be responsible for, but not limited to, the performance of the following duties:

- Draft and develop MONUSCO Police Mandate Implementation Plans and policies based on MONUSCO.
- Concept of Operations, including benchmarks and follow-ups on achievements regularly; and draft and develop reports relating to the status of the implementation of the MONUSCO Police Mandate Implementation Plans.
- In close coordination with the Mission Finance Section and UN Headquarters, contribute to police, specific inputs to the result-based-budgeting (RBB) planning process on Budgeting and Fiscal Management: synchronize planning and budgeting system and prepare drawdown and exit plans in close cooperation with the military and other mission components.
- Direct strategic planning at all levels, including specialist functional and operational areas and monitoring and evaluating the performance of the UNPOL planning advisors in all sectors; conducting periodic audits, surveys, inspections, and performance evaluations of UNPOL units.
- Develop and update the mission concept of operations, policies, guidelines, and procedures within the framework of the existing and approved UN rules, regulations, and guidelines in consultation



with the mission leadership and the Police Division.

- When required, assist the Planning component in developing their strategic police development plans and ensure all initiatives are coordinated with local counterparts and other UN agencies.
- Participate in joint planning activities and coordination with local counterparts and other UN agencies.
- Planning, developing, and implementing donor aid projects so that donor contributions effectively support mission-mandated goals, priorities, and vision; undertaking special studies and research projects; and monitoring special and quick impact projects approved by the Police Commissioner and other higher authorities in coordination with the Police Reform Coordinator.
- In close coordination and collaboration with the Police Reform Coordinator, the Police Training Officer and the Congolese Police senior leadership, ensure a coordinated approach in implementing strategic police development plans and other initiatives for the local police.
- Perform any other duties as may be directed by the MONUSCO Police Commissioner.

#### **COMPETENCIES:**

**Professionalism:** Shows pride in work and achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines, and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with complex problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all work areas. Strong negotiation and conflict-resolution skills. Outstanding expert knowledge in the technical field of work in general and in the specific areas being supervised in particular; strong organizational skills; experience in management and administration; ability to review and edit the work of others.

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## **QUALIFICATIONS:**

**Education:** Advanced University Degree (master's or equivalent) in Law enforcement, Criminal Justice, Public Administration, Human Resources Management, Social Sciences, Development Studies (particularly in law enforcement), Change Management, or another relevant field. A first level university degree with a combination of relevant academic qualifications and extensive experience in law enforcement, including planning and administration may be accepted in lieu of the advanced university degree. Graduation from a certified police academy or other law enforcement training institution is required.

**Work Experience:** A minimum of 7 years (9 years without an advanced degree) of relevant, progressive, responsible experience in law enforcement in a national or international law enforcement agency at the strategic, operational, and managerial level. Extensive practical experience in police administration, organizational and resource management, strategic planning, and policy development.

**Rank:** The rank required for a P-3 is Senior/ Chief Inspector, Major, or other service equivalent or higher.

**Languages:** English and French are the working languages of the UN. For the post advertised, fluency in oral and written French and English are required.

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Date of Issuance: 07 November 2024

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