



Vacancy Notice INT03461

This vacancy announcement pertains to law enforcement officials within INTERPOL's member countries only.

Please read the **Conditions of Secondment** in force at INTERPOL including the maximum duration of secondment.

Please be aware that your home Administration/Agency/Service/Government will be responsible for all of your salary/remuneration, social insurance, pension contributions, welfare benefits, family allowances, benefits during your assignment at INTERPOL as well as travel, removal expenses related to your arrival at and departure from INTERPOL, and any other related costs depending on your circumstances. **It is requested that you obtain, in writing, confirmation from your home Administration/Agency/Service/Government that it agrees with these CONDITIONS OF SECONDMENT. This confirmation letter should be forwarded to us THROUGH THE NCB, who needs to validate your application.**

INTERPOL is the world's largest international police organization, with 195 Member Countries. Created in 1923, it facilitates cross-border police co-operation, and supports and assists all organizations, authorities, and services whose mission is to prevent or combat international crime. INTERPOL is now looking for a qualified candidate as an Operations Coordinator IP Crime and Digital Piracy within the Organized and Emerging Crime Directorate

INTERPOL embraces diversity and is committed to achieving diversity and inclusion within its workforce. Qualified applicants from underrepresented Member Countries and women are strongly encouraged to apply.

Job title:	Operations Coordinator IP Crime and Digital Piracy
Reporting To:	Senior Operations Coordinator
Location:	Lyon, France
Duration:	3-year secondment
Grade:	4
Number of post:	1
Security Clearance Level:	Basic
Deadline for application:	7 July 2023

INTERPOL is an equal opportunity employer and welcomes the applications of all qualified candidates who are nationals of INTERPOL Member Countries, irrespective of their racial or ethnic origin, opinions or beliefs, gender, sexual orientation and disabilities.

INTERPOL places no restrictions on the eligibility of candidates, without distinction as to race or ethnic origin, religion, opinions, gender, sexual orientation or disabilities. However, the national policy and laws in force in INTERPOL host countries may mean that staff members' spouses or partners, while legally recognized by the Organization, are not given the same recognition when they reside in certain duty stations. When this is the case, the Organization will inform the candidates accordingly to ensure that they are aware of the situation and allow them to make an informed decision. Candidates are also encouraged to familiarize themselves with specific laws and policies that may impact their personal and family situation in the duty station to which they apply.

*** The Organization reserves the right to change the duty station proposed in the present circular at any time, subject to the rules in force, and will inform the authorities concerned accordingly.**

INTRODUCTION OF THE POST

The Operations Coordinator Illicit Markets (ILM), under the supervision of the Senior Operations Coordinator ILM, is responsible to oversee and coordinate the implementation of Environmental Security (ENS) specialized law enforcement activities (on predefined environmental crime areas among the following: fisheries, forestry, minerals, pollution, and wildlife) or of Illicit Goods and Global Health (on predefined crimes areas among the following: Public Health & Pharmaceutical and IP Crime and Digital Piracy).

PRIMARY DUTIES

DUTY 1

In the context of the objectives defined by her/his supervisors, the Operations Coordinator is responsible to oversee the implementation of specialized law enforcement activities based on an approved annual work plan. S/he shall be raising particularly complex and/or sensitive issues with her/his supervisor. Her/his work is generally assessed on the basis of the outcomes of these activities.

Subject to approval by the Senior Operations Coordinator, the Operations Coordinator is responsible to define activities within projects that need to take place/work plans for their respective thematic areas, in coordination with the senior project staff who are responsible to plan such activities and ensure they are delivered according to the plan.

DUTY 2

The Operations Coordinator must be able to identify obstacles in the implementation of law enforcement activities and propose solutions to meet the desired outcomes. To achieve this, the Operations Coordinator shall be aware of the Organization's policies related to her/his tasks and ensure their implementation from the operational team s/he is supervising.

The Operations Coordinator will be the main point of contact for the crime areas and will liaise closely with other OEC Coordinators to identify areas for collaboration to address issues related to crime convergence.

DUTY 3

The Operations Coordinator will assist in defining strategies and responsibilities in delivering subject-matter expertise and managing a team of experts.

The Operations Coordinator, when required, shall provide specialized law enforcement advice to his/her hierarchy and contribute on behalf of her/his team to a number of documents related to their specialized law enforcement activities. S/he will oversee the allocation of tasks regarding our response to requests for support from member countries and coordinate matters related to investigative support and case management.

DUTY 4

S/he will be responsible to manage an operational team, or cross-supervise people to implement specialized law enforcement activities.

DUTY 5

The Operations Coordinator, when needed, shall be able to represent the Organization on external conferences and events related to the subject of his specialized crime area.

DUTY 6

Perform any other duties as required by the supervisor.

REQUIREMENTS

All candidates will be assessed on the under mentioned requirements.

Training / Education required

- Three-to-four years' education at a University or other specialized higher education establishment is required.

Experience required

- Minimum of 5 years of work experience in law enforcement agency in IP crime and digital piracy, including a minimum of 3 years of experience at a middle management level responsible for the coordination of law enforcement operations including the supervision of law enforcement officers;
- Proven work experience on organized crime cases and financial investigation would be an asset.

Languages

- Excellent Command of English (written and oral) as working language. Knowledge of another of the Organization's official languages (French, Spanish or Arabic) would be an asset.

Specific skills required

- Leadership to take on roles such as motivator, communicator and facilitator;
- Effective communication skills to ensure sufficient information on specialized law enforcement activities is available to her/his supervisors and the project management team;

- Teamwork, particularly the ability to manage performance and collaborate effectively;
- Problem solving skills to tackle problems when they arise, trace them back to the root cause and craft solutions;
- Self-motivated, methodological, and work collaboratively in a team or individually while meeting deadlines;
- Proficiency of oral presentation to communicate effectively with team members, management and stakeholders;
- Ability to develop and maintain professional networks;
- Demonstrated personal and professional maturity to work in an international and multidisciplinary environment;
- Conflict management and negotiation- conferring with others to come to terms with them or to reach an agreement.

Special aptitudes required

- Proficiency in a second official language would be an additional asset.
- Experience working in an international environment would be highly desirable, for example employment in an international organization, or participation in international working groups, joint international projects, etc.

WORKING CONDITIONS

- Remuneration for secondment: INTERPOL does not pay salary to seconded officials. Depending on the nationality of official, an expatriation allowance may be paid for a maximum period of six years. For more information regarding conditions of service, please refer to our website: (<https://www.interpol.int/What-you-can-do/Careers/Secondments>).
- The incumbent will be occasionally required to work irregular hours or overtime based upon workload.
- This post requires occasional travel on missions, sometimes of a long duration and at a short notice.
- In order to be a staff member at INTERPOL the proof of fully COVID-19 vaccination status is a mandatory requirement. The person is considered fully vaccinated if he/she has taken all the doses (initial and booster doses) required by the local health authorities of his/her country of residence/origin. This may imply a reduced number of doses if the person has recovered from COVID-19 infection (requirement for recovery certificate). Please note this as you apply for the position advertised.
- Within the limits of the applicable regulations in the duty station, INTERPOL supports selected candidates' visa applications and/or special residence permits.

- In compliance with INTERPOL's Confidentiality regime the successful candidate will have to undergo a security screening according to the clearance level attached to the function.

- INTERPOL has four working languages: Arabic, English, French and Spanish.
- INTERPOL retains the right not to make any appointment to this vacancy, to make an appointment at a lower or higher grade or to make an appointment with a modified job description or for a shorter or longer duration than indicated above.
- INTERPOL would like to inform candidates that their application might be considered for other similar positions.
- INTERPOL has a non-smoking policy.

CONFIDENTIALITY REGIME

In application of Article 114(1) of INTERPOL's Rules on the Processing of Data (RPD), the General Secretariat is *"responsible for determining authorization procedures or a system of security clearance at each data confidentiality level"*. Member Countries which are not able or willing to assist INTERPOL in performing such a check should be aware that some INTERPOL information might not be made available to their nationals working at INTERPOL.

- **In order to be able to access police information classified as "INTERPOL For official use only" or "INTERPOL RESTRICTED", the individual has to obtain "INTERPOL Restricted" security clearance.** This clearance is granted after Basic security screening.

For seconded or other officials assigned to work or assist at the General Secretariat by a member country, in lieu of Basic security screening, the respective NCB takes the responsibility that the equivalent of the INTERPOL Basic security screening has been satisfactorily completed. This means that the following verifications will not be performed by the General Secretariat but are considered to have been taken care of by the respective NCB.

Basic security screening must comprise the appropriate checks listed below:

- Presentation of a current and valid government-issued identity document (passport or identity card);
 - Copies of educational diplomas/certificates and verification of their authenticity;
 - Written reference check form from one or more of former employers (schools and universities may also be considered as appropriate) where the person has worked for a significant period of time;
 - A criminal record disclosure from the person's country of citizenship and country(ies) where he/she has resided (for periods of more than one year) during the past five years;
 - A trawl against open-source information for any adverse information necessary to determine the honesty or integrity of the person.
- **In order to be able to access police information classified as "INTERPOL CONFIDENTIAL", the individual has to obtain "INTERPOL Confidential" security clearance.** This clearance is granted after Enhanced security screening.

Please be aware that the General Secretariat (Internal Oversight Services/Confidentiality Desk) will contact your NCB to obtain the confirmation that this enhanced security screening has been performed on the incumbent.

As a minimum requirement, and to the extent possible under national laws and regulations, this security screening shall comprise an assessment of:

- The applicant's character;
- Any previous incidents where the individual has shown lack of discretion or loyalty in his/her current or former positions (not limited to the current employer), including the infringement of security regulations;
- Past and present conduct or involvement in personal associations that could be exploited or could make the person vulnerable to blackmail or pressure;
- Criminal background (especially regarding acts of terrorism, sabotage, treason or sedition, either as perpetrator or associate; membership or supporter of a criminal organization);
- Any personally induced vulnerabilities such as alcoholism, past or present use of illegal drugs or abuse of prescription medicines (medical secrecy may apply under national legislation);
- Serious financial difficulties or financial irregularities in their accounts (for example, unexplained income) (financial secrecy may apply under national legislation);
- Lifestyle factors that do not match declared income (for example purchasing an expensive vehicle or boat on a modest income);
- The age and maturity of the applicant, including the age and maturity at which any adverse events occurred;
- The legal status of the individual (is the applicant properly registered in his/her country of citizenship and/or residence?);
- Other factors that might raise concerns about an individual's attitude to rules and obligations (for example, is the applicant up to date with tax or other statutory declarations?);
- Honesty of the individual (for example, has the applicant honestly and openly declared any adverse events or factors or has (s)he tried to hide them?; has (s)he been honest during the security screening?).

Under no circumstances should clearance be granted simply because of an official's rank, post held, or length of service. Staff may only gain access to General Secretariat premises and to police information if the appropriate INTERPOL security clearance has been obtained. In order to speed up the process, and as the Enhanced security screening may take some time, the seconded official requiring INTERPOL Confidential security clearance may be authorized to start the secondment if the NCB can confirm that the equivalent to Basic security screening has been performed. Access to "INTERPOL CONFIDENTIAL" information will not be authorized until Enhanced security screening is confirmed.