



UNITED NATIONS RELIEF AND WORKS AGENCY
FOR PALESTINE REFUGEES IN THE NEAR EAST
UNRWA



Vacancy Announcement

Close Protection Officer, G-4 Gaza

Deadline for Applications	29 October 2018 (15 October 2018 for internal applicants)
Duration	1 year, renewable
Vacancy Announcement Number	18-FO-GA-53

UNRWA is committed to achieving gender parity at all levels of staffing under the current UN-wide gender agenda and strongly encourages applications from qualified women.

UNRWA welcomes applications from qualified candidates with disabilities.

UNRWA, the largest United Nations operation in the Middle East with over 30,000 staff working across five areas of operation, is looking for highly committed professionals wishing to make a change.

Palestine refugees in Gaza

The Gaza Strip is home to a population of approximately 1.3 million Palestine refugees out of a population of around 1.9 million people. It has one of the highest population densities in the world. Recurrent conflict, restrictions on the movement of people and goods, political uncertainty, and dilapidated public infrastructure constitute the backdrop of a steadily declining socioeconomic situation. Gaza has been the subject of not only the occupation but also the blockade over the last ten years further reducing the possibilities for coping. UNRWA is the international organization responsible for the Palestine refugees and delivers education, health and mental health care, relief and social services, livelihood, microcredit and emergency assistance. UNRWA's responsibilities and role in Gaza are unique representing with over 12.500 staff in some 300 facilities involved in supporting all aspects of the life of the refugees.

Do you want to make a lasting difference?

If you are looking for a rewarding opportunity to make a tangible difference for one of the most vulnerable communities in the world, UNRWA would like to hear from you.

The main responsibilities include:

- Close Protection (CP) Operations:

- Conducting close protection (CP) operations for a Senior UN Official;
- Remaining within the proximity of the Senior UN Official at all times and implementing mitigating measures to preserve his/her security, safety and wellbeing;
- Remaining vigilant and alert in case of threat to the Senior UN Official;
- Maintaining effective and efficient security coverage for the working office and personal residence of the Senior UN Official;
- Conducting close protection operations as outlined in the UN and UNRWA close protection policies and guidelines;
- Conducting advance work and implementing pre-established security arrangements;
- Contributing to pre-deployment briefings;
- Performing tasks as security driver as and when appropriate;
- Administrative and training requirements;
 - Operating all close protection equipment to ensure equipment readiness;
 - Assisting in training session on close protection subjects to keep abreast with current tactics and techniques;
 - Whenever necessary, supervising the Close Protection Team drivers in the performance of their assigned duties;
 - Contributing to making determination of equipment, facility and supply needs based on operational requirements;
- Coordination of CP activities;
 - Coordinating activities with relevant parties to include the Security Operations Room and other appropriate security actors as required;
 - Coordinating with local authorities during close protection operations.

Conditions of service

UNRWA offers an attractive and competitive compensation package including annual salary starting for **\$40,408** net tax free, plus post adjustment of **53.3%** (subject to change without notice). Other benefits, subject to eligibility, include:

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| ✓ Dependency allowances | ✓ Pension fund entitlements under the UN Joint Staff Pension Fund |
| ✓ Rental subsidy | ✓ International health insurance; optional life insurance |
| ✓ Education grant for children | ✓ Disability protection |
| ✓ Home leave travel | |
| ✓ 6 weeks (30 working days) annual leave | |

Additional benefits available to staff working in Gaza:

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| ✓ Hardship allowance | ✓ Family visit travel |
| ✓ Non-family service allowance | ✓ Support for settling-in of staff members' families in nearby locations* |
| ✓ R&R leave (currently every 8 weeks) | |

* While Gaza is a **non-family duty station**, eligible staff members may set up a second household in a nearby location to have their family nearby. However, Gaza remains the official duty station with any travel outside the duty station being subject to management approval and in accordance to office practices to ensure international staff presence in Gaza at all times.

Additional information

- May be required to carry fire arms and use force according to UN Use of Force Policy;
- The incumbent is required to be clean, neat and appropriately attired when on duty.

To qualify for this position, you will need:

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| Education | Successful completion of secondary/ high school certificate/ diploma;
Possession of a valid driving license; |
| Work experience | At least three years of professional experience in close protection, including two years of relevant experience and exposure at the international level outside your home country and in a conflict or a post conflict environment. |
| Language(s) | Excellent command of written and spoken English. |

Desirable qualifications:

- UNDSS Close Protection Officer Certification (CPOC) is highly desirable (and will be expected for future advancement in this field). Comparable international, national, or commercial close protection accreditation is highly desirable;
- Recent (within the last two years) successful completion of an emergency trauma bag certification or equivalent of an first-aid certification;
- High standard of physical fitness;
- Close protection of one or more principals, static and mobile protection, close protection command post operations, close protection response techniques, conduct of close protection training;
- Training in martial arts and/or specialized security practices is an asset;
- Knowledge of Arabic;
- Current UN Certification in firearms;
- Knowledge and understanding of Middle Eastern culture.

You will also need to demonstrate the following competencies:

- Excellent knowledge of close protection tactics and techniques combined with a solid background of military, police or other security specialization
- Ability to recognize and appropriately react to threats
- Ability to effectively deal with stress factors when encountered in close protection operations
- Strong writing and verbal skills
- Works collaboratively with colleagues to achieve the set goals
- Identifies the key issues in complex situation of close protection operations and demonstrated capability of rapid decision-making in emergencies (with little margin of error)
- Excellent standard of punctuality and dependability
- Ability to develop clear goals and prioritize activities; monitors and adjusts plans and uses time efficiently
- Strong presentation skills and an ability to deliver information as required
- Good technical skills to understand and consolidate the varying specializations such as electronics, communications, mechanics, weapons and other sophisticated devices encountered in personal protection operations
- Behaves in a professional manner at all times

For guidance on how to prepare for competency-based interviews:

<https://careers.un.org/lbw/home.aspx?viewtype=AYI>

Who we are

For over 65 years, the United Nations Relief and Works Agency for Palestine (UNRWA) has been working on the ground in five fields of operations in Jordan, Lebanon, Syria, West Bank and the Gaza Strip providing direct assistance and protection for some 5 million Palestine refugees in the Middle East. UNRWA is mandated by the UN General Assembly to provide this assistance and its mission is to help Palestine refugees achieve their full potential in human development until there is a just and lasting solution for their plight. UNRWA restores safety, dignity and hope to millions who have been uprooted by conflict with services encompassing education, health care, relief and social services, camp infrastructure and improvement, microfinance and emergency assistance.

For more details on UNRWA, please visit: <https://www.unrwa.org/>

How to apply

To start the application process, applicants are required to register at <http://jobs.unrwa.org> by creating a personal profile and completing UNRWA Personal History Form. Only applications received through <http://jobs.unrwa.org> will be considered. Due to the large number of applications received for UNRWA vacancies, only applicants short-listed for interview will be contacted. **The United Nations does not charge fees at any stage of the recruitment process. The United Nations does not concern itself with information related to bank**

accounts.

General information

UNRWA staff are expected to uphold the highest standards of integrity, neutrality and impartiality at all times. This includes respect for and commitment to human rights, diversity, and non-violent means of dealing with all kinds of conflict. Only persons who fully and unconditionally commit to these values should consider applying for UNRWA jobs. UNRWA is a non-smoking work environment.

The retirement age for staff entering or re-entering service in the UN Common System after 1 January 1990 is 62 and 65 after 1 January 2014. For external applicants, only those who are expected to complete a term of appointment will normally be considered.

The Agency reserves the right not to make an appointment, to make an appointment at a lower grade, or to make an appointment with a modified job description.

Date of issue: 2 October 2018/CX