

Government of Pakistan  
Ministry of Interior  
National Police Bureau

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F.No.2/8/2018-UN

Islamabad, the 09<sup>th</sup> August 2018

To

The Provincial Police Officer, Punjab, **Lahore.**  
The Inspector General Police, Sindh, **Karachi.**  
The Provincial Police Officer, K-P, **Peshawar.**  
The Inspector General Police, Balochistan, **Quetta.**  
The Director General, Intelligence Bureau, **Islamabad.**  
The Director General, Federal Investigation Agency, FIA HQs, **Islamabad**  
The Commandant, National Police Academy, **Islamabad**  
The Commandant Frontier Constabulary, FC HQs, **Peshawar Cantt.**  
The Inspector General Police, NH&MP, **Islamabad.**  
The Inspector General Police, AJ&K, **Muzaffarabad.**  
The Inspector General Police, Gilgit-Baltistan, **Gilgit.**  
The Inspector General Police, ICT, **Islamabad.**  
The Inspector General Police, Pakistan Railways Police, **Lahore.**

Subject: **Nomination for the post of Special Assistant, P-3 in MINUSCA at Bangui**

I am directed to enclose herewith a copy of Military Adviser's Office Pakistan Mission to United Nations, New York letter No.Mily-12/5/2018 dated 23 July 2018 alongwith its enclosures on the subject cited above.

2. It is, requested that suitable nominations of police officer against the vacancy mentioned in the above referred letter, who fulfill the criteria of UN may kindly be furnished by **27<sup>th</sup> August, 2018** positively for onward submission to concerned quarters. Duly filled relevant forms may be forwarded to this office before the deadline. Scanned copies of signed documents may also be emailed to [rohailmoid@gmail.com](mailto:rohailmoid@gmail.com). Fluency in **English** and French languages (both oral and written) is required. Kindly ensure that all forms are complete in all respects. Incomplete forms and nominations received after the due date will not be entertained/ processed.

This issues with the approval of competent authority.

Encl: As above.

  
(Muhammad Shahid)  
Assistant Director  
Tel: 051-9219966

1446-HA  
16-8-18

IGP	cc:	PS to DG NPB
Addl.IGP		PS to Director NPB
DIG / HQ		Section Officer (Police), MoI, Islamabad
AIG		
PSO		
Regist		
PS to IGP		

Dy. No: PS. 2254  
Dated: 13-8-18

16-8-18  
Ed.





CHIEF NATIONAL INFORMATION OFFICER - ADDRESS: POSTAL, UNITED NATIONS, NEW YORK, N.Y. 10017  
 SECURE CHANNEL ADDRESS - ADDRESS TELEGRAPHIQUE: UNATIONS NEWYORK

2018 JUL 20 17:54:07  
 REGISTRATION

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CONFIDENTIAL/2018/0142

The Secretary of the United Nations presents its compliments to the Permanent Mission of Member State to the United Nations and has the honour to invite its Government to nominate individual police officers in active service for appointment on secondment to the United Nations Multidimensional Integrated Stabilization Mission in Central African Republic (MINUSCA), for a period of one year. A contract extension can be granted on an exceptional basis provided there is a mission mandate requirement and the incumbent displays good performance, dedication, professionalism and the achieved results. The final decision on extension is subject to approval by the United Nations and the relevant national authorities.

Details regarding the post/s for which the Secretariat is seeking qualified applicants are included in the attached job opening/s No. 2018-MINUSCA-89811-DPKO. Attached are the "Application Procedures for Professional Contracted Positions at United Nations Police Components in Peacekeeping Operations and Specialized Missions Requiring Official Secondment from National Governments of Member States of the United Nations".

The Secretariat kindly requests the Permanent Mission to submit a separate application for each nominee for each job opening to the Selection and Recruitment Section of Police Division/OROLSI/DPKO, 1 UN Plaza, 7<sup>th</sup> floor, room 7000, in accordance with the above-referenced procedures, certifying that the nominees meet/s the requirements in the attached job opening/s. Applications submitted after the deadline specified in the job opening will not be considered.

The Permanent Mission is also requested to confirm that selected candidates are recruited, in a timely manner, from the national police service of the Member State to the United Nations. It is also requested to ensure that the information submitted is indicated on the application. In addition, it is requested that Member States carefully pre-screen their applicants to ensure that candidates meeting all requirements for the position as indicated in the job opening/s.

Member States are strongly encouraged to nominate qualified female candidates. Equal consideration will be given to equally qualified women-candidates.

The Secretariat wishes to inform the Permanent Mission of Member State that, in order to streamline and expedite the procedures of recruiting seconded officers, candidates placed on a roster following the selection process may be employed in positions with similar functions within a period of two years and if re-employed, further arrangements will be coordinated with the Permanent Mission of the contributing country.

The Secretariat also noted that during the period of their secondment, officers may not hold other substantive positions within the United Nations. As a result, the number of seconded officers who are currently United Nations staff members on secondment should be considered.


The Secretariat wishes to reiterate that promoting and encouraging respect for human rights is a core purpose of the United Nations and central to the delivery of its mandate. Should the Secretariat become aware of grave human rights violations, such as those relating to concerns as to the record and performance of [country] police personnel, this may constitute grounds to revoke its acceptance of such personnel for UN peace operations. In the case of nominees who have been indicted, convicted or prosecuted for any criminal offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving, which are considered minor traffic violations for this purpose), but where the Government is requested to provide information regarding the nature of the prosecutions concerned. The Government is also requested to be aware of any allegations against its nominated candidates that they are involved, by act or omission, in the commission of any violations of international human rights law or international

The Secretariat recalls that it has a zero-tolerance approach to fraud and corruption and is therefore requested to certify that there was no fraud in the nomination and extension procedures of police officers on secondment to the United Nations. Should the Secretariat become aware of any fraud in the nomination or extension procedures of police officers on secondment to the United Nations, this may constitute grounds to revoke its acceptance of such personnel for UN peace operations, as well as suspension of any future contributions from the contributing country concerned.

The Secretariat recalls that the responsibilities of those personnel who are seconded to UN peacekeeping or special political missions are of a high level in character. They perform their functions under the authority and in reliance with, the instructions of the Secretary-General

persons acting on his behalf and are duty-bound not to  
in regard to the performance of their duties from any  
authorities external to the United Nations. Seconded  
their functions in accordance with all applicable  
procedures of the Organization.

of the United Nations avails itself of this opportunity to  
Mission of Member State to the United Nations the  
consideration.



20 July 2018



# Nations

Post for Position requiring official secondment  
of Member States of the United Nations Organization  
limited to service on posts financed by  
account of peacekeeping operations

Past title and  
Organizational

Duty Station

Reporting to

Duration

Deadline for

Job Opening

Special Assistant (P-3)  
United Nations Multidimensional Integrated Stabilization  
Mission in the Central African Republic (MINUSCA)  
Bangui  
Police Commissioner  
12 Months (extendible)  
14 September 2018  
2018-MINUSCA-89811-DPKO

Values: Integrity, Professionalism and Respect for Diversity

## RESPONSIBILITIES

Under the guidance

The Police Commissioner, the incumbent will be responsible for:

- Provide administrative support to the Police Commissioner in developing meeting agendas, including the preparation of background notes, briefing notes, talking points, and reports for senior leadership and other United Nations officials
- Draft official correspondence for the Police Commissioner and facilitate the clearance and submission of the same. This is not limited to: code cables; standard operating procedures; directives; input to UNPOI bi-annual reports, UNPOI bi-annual reports, or other any major regular reporting;
- Review correspondence received by the office of the Police Commissioner, and provide expert advice on operational and decision making-processes;
- Coordinate with staff and subordinate unit commanders/team leaders the timely submission of reports to the Police Commissioner;
- Upon request of the Police Commissioner, coordinates with local counterparts, other UN agencies;
- Provide administrative support for the Police Commissioner and facilitate the preparation of required reports for the daily activities;
- Coordinate with the Police Commissioner the provision of administrative and operational requirements for the Office of the Police Commissioner;
- Update the Police Commissioner on matters pertaining to information accessed through the performance of the mandate;
- Perform other duties assigned by the Police Commissioner in fulfillment of the mandate.

## COMPETENCIES

Professional  
subject matter  
motivated by  
challenges;  
ensures the  
field of work

achievements; demonstrates professional competence and mastery of  
meeting commitments, observing deadlines and achieving results; is  
concerns; shows persistence when faced with difficult problems or  
challenges. Takes responsibility for incorporating gender perspectives and  
in all areas of work. Outstanding expert knowledge in the technical  
areas being supervised in particular; strong organizational skills;

information; ability to review and edit the work of others. Strong coordination

experience in...  
and liaison...

**Planning and**  
and assignment  
work; formulates  
necessary...

**Communication**  
and response  
language, uses  
people information...

**Accountability**  
has responsibility  
regulations and  
takes personal...

...goals that are consistent with agreed strategies; identifies priority activities  
...; allocates appropriate amount of time and resources for completing  
...agencies when planning; monitors and adjusts plans and actions as

...ly and effectively; listen to others, correctly interpret messages from others  
...it clearly, and exhibits interest in having two-way communication; tailors  
...th audience; demonstrates openness in sharing information and keeping

...responsibilities and honours commitments; delivers outputs for which one  
...cost and quality standards; operates in compliance with organizational  
...iter; provides oversight and takes responsibility for delegated assignments;  
...own shortcomings and those of the work unit, where applicable.

**QUALIFICATIONS**

**Education:** ...  
first level university  
law enforcement  
from a police...

... (Master's degree or equivalent) in social sciences or other relevant field. A  
... of relevant academic qualifications and extensive senior experience in  
... may be accepted in lieu of the advanced university degree. Graduation  
... government training institution is required.

**Work Experience:** ...  
active role in  
management, staff  
development  
experience  
UN or other...

... (seven years in absence of advanced degree) of relevant experience in  
... in one or few of the following areas: police administration, project  
... and administrative planning, policy, guidelines, orders and instruction  
... as a Staff Officer to a senior police leadership, as well as practical  
... is highly desirable. Peacekeeping or other international experience in the

**Rank:** ...

... Major, other service equivalent or higher rank.

**Language:** ...  
written French...

... speaking languages of the UN. For the post advertised, fluency in oral and  
... knowledge of an additional official UN language is an advantage.

**Process**

... filled women candidates.

**Date**

In...  
serve with  
criminally  
human  
Policy.  
to human

... Rights Screening of UN Personnel, all individuals who seek  
... to make "self-attestation" that s/he has not committed any serio  
... in violations of international human rights or internation  
... of self-attestation is outlined in para. 5.2 of the above mention  
... an individual to serve with the United Nations will also be subj

**With**

Police