

# SECURITY ADVISOR

**DUTY STATION:** Sarajevo

**GRADE:** 8a

**CONTRACT TYPE:** International

## **PURPOSE AND SCOPE OF POSITION:**

The OHR is the lead agency for the implementation of an internationally funded project on the establishment of a specialized division for war crimes within the Court of Bosnia and Herzegovina as well as of a specialized department for war crimes within the Prosecutor's Office of Bosnia and Herzegovina (the War Crimes Chamber project). Those institutions will be responsible for the future prosecution of war crimes cases referred by the International Criminal Tribunal for the former Yugoslavia (ICTY) as well as domestic war crimes cases ("Rules of the Road cases").

Under the supervision of the General Secretariat of the multi-agency Implementation Task Force the incumbent will work as part of a project team to assist in the development and subsequently the establishment of the War Crimes Chamber. After a preparatory phase it is intended that the project team will undergo transition as an international component of the Chamber.

The Security Advisor is responsible, under the general supervision of the General Secretariat for the drafting and implementation of a security strategy and Standard Operational Procedures (SOP) for the War Crimes Chamber.

## **DUTIES AND RESPONSIBILITIES:**

- Personal responsibility for the day-to-day security of the War Crimes Chamber, its staff, visitors and detainees;

- Prepare and maintain a general threat and risk assessment of the War Crimes Chamber facility and of the staff;
- Prepare and update detailed threat and risk assessment of key staff as required;
- Prepare and update Security Standard Operating Procedures (SOPs) including detailed instructions for threat or incident situations;
- Plan facility security including but not limited to structural requirements, vehicle and pedestrian entry-exit locations, lighting and technical surveillance of facility;
- Plan and prepare security equipment budget and requirements;
- Assist and oversee as required tendering process for security equipment and services;
- Plan and prepare security staff terms of reference and budget;
- Assist and oversee recruitment and vetting of security staff;
- Train and manage security staff;
- Coordinate with and advise Court and Prosecutors Office of BiH senior management in security related issues;
- Coordinate with BiH competent authorities and relevant international counterparts for the security of authorities and private persons working within the court, suspects entering and being held in the Court of BiH facilities, the general public and VIPs;
- Conduct necessary security liaison with authorized officials of BiH, SFOR and security staff of other

International Organizations including ICTY.

**PROFESSIONAL REQUIREMENTS / QUALIFICATIONS:**

- University degree. A degree in a security or security management, or related field is preferred. Candidates possessing an alternate degree will be considered providing that they possess the required personal expertise and experience in the security field;
- At least 10-15 years experience in operational policing or security management including experience in developing and implementing security plans and procedures in either a police or military institution, is essential;
- Previous military or police leadership experience, to include the selection, training and daily operations of armed staff, is essential;
- Knowledge of police procedures as they relate to high-risk courtrooms will be a distinct advantage;
- Previous experience in the design and preparation of technical systems as related to security management in a high threat/risk environment will be a distinct advantage, as will knowledge of current best practice and technology in this field;
- A working knowledge of fire and safety equipment and procedures for large buildings and organizations is desirable;
- IT security training, management, and experience will be a distinct advantage;
- Fluent in both spoken and written English;
- Proven ability to perform under stress related to security work;

Any personnel with the above qualifications should provide (in

English) a CV with a one-page cover letter and references to the following:

**Personnel Department  
Office of the High Representative  
Emerika Bluma 1, 71000 Sarajevo  
Bosnia and Herzegovina  
Fax: +387 (0) 33 283 771  
application@ohr.int**

**E-mail:**

**Reference number: 2004/089 must be quoted  
Closing date for applications: 31<sup>st</sup> March 2004**

**Only short-listed candidates will be contacted  
No telephone inquiries please**