

External experts database no.2

No. of profile / unit name	Name of profile	Required area of expertise	Expected tasks	Profile requirements <b>Important!</b> General requirement to all profiles: proficiency level (C1 or C2) in English language
1 / FSC	Supply Chain Manager	Expertise in setting up and managing a supply chain	<ul style="list-style-type: none"> <li>• Assisting in setting up a Supplier Management Framework</li> <li>• Advising on the implementation of a Supplier and Contract Management Information System (SCMIS)</li> <li>• Coaching of Frontex staff</li> </ul>	<ul style="list-style-type: none"> <li>• Master's degree in Business Administration or similar</li> <li>• At least 3 years of experience in supply chain management or ITIL Intermediate Module - Service Offerings and Agreements certification, or ITIL Expert certification</li> </ul>
2 / FSC	Air traffic management (ATM) expert	Expertise in ATM and its regulatory framework	<ul style="list-style-type: none"> <li>• Advise Frontex on air traffic regulations including trends and technological developments in the field of flight operations</li> <li>• Assist in drafting SOPs, working papers and other documents</li> <li>• Develop briefings, as requested, related to ATM issues for presentation to stakeholders</li> <li>• Coaching of Frontex staff</li> </ul>	<ul style="list-style-type: none"> <li>• At least 3 years of experience in Air Traffic Control, Air Traffic Flow Management or Aeronautical Information Services, or at least 3 years of experience in Air Space management policy making</li> </ul>
3 / FSC	Air surveillance mission coordinator	Knowledge of coordinating the application of different sensors in aerial platforms and interpretation of the data; experience in supporting mission planning, scheduling of flights and liaising with aircrafts	<ul style="list-style-type: none"> <li>• FMV (EO/IR) Analysis</li> <li>• Image Analysis (SAR)</li> <li>• Video Editing</li> <li>• Support to mission planning / scheduling</li> <li>• Report writing</li> <li>• Liaison with aircraft</li> <li>• Coaching of Frontex staff</li> </ul>	<ul style="list-style-type: none"> <li>• Must have completed a recognised image/FMV analyst course.</li> <li>• 3 years of experience in surveillance operations</li> <li>• IT literate</li> <li>• Solid experience with GIS applications</li> <li>• Good communication skills to coordinate effectively</li> </ul>

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4 / FSC	Maritime Security Consultant	Knowledge and expertise in the area of Maritime Security with special emphasize on Europe	<ul style="list-style-type: none"> <li>• Advise on existing and emerging maritime security threads</li> <li>• Advise on maritime policies</li> <li>• Advise on available and emerging maritime security applications, reference databases and technologies</li> <li>• Coaching of Frontex staff</li> </ul>	<ul style="list-style-type: none"> <li>• At least 3 years of experience in Maritime Security Research, or at least 3 years of experience as a Company/Ship Security Officer (CSO, SSO) in a shipping company, or at least 3 years of experience in maritime intelligence, or at least 3 years of experience in maritime insurance / maritime risk management</li> </ul>
5 / FSC	Situation Monitoring Expert	Expertise and sound knowledge of situation monitoring, reporting and information exchange in the area of irregular migration and cross-border crime.	<ul style="list-style-type: none"> <li>• Providing services to support situation monitoring tasks through developing procedures, guidelines, and other business documentation</li> </ul>	<ul style="list-style-type: none"> <li>• At least 15 years of experience in border management including at least 10 years in situation monitoring and work in a Situation Centre or similar structure at the national or EU level</li> <li>• Practical law enforcement and border management experience</li> </ul>
6 / FSC	OSINT/SOCMINT Expert	Expertise on a wide range of social media monitoring tools and applications including Boolean language for setting up automatic searches based on keywords; sound knowledge of migration relates issues	<ul style="list-style-type: none"> <li>• Support the development/maintenance of effective keyword based searches</li> <li>• Providing expertise on social media monitoring solutions</li> </ul>	<ul style="list-style-type: none"> <li>• At least 5 years of experience in media monitoring for operational purposes at the national or EU level</li> </ul>
7 / FSC	Arabic and Pashto/Dari Specialist	Linguistic knowledge of Arabic or Pashto / Dari, sound understanding of cultural and historical context in the region; sound knowledge of migration relates issues	<ul style="list-style-type: none"> <li>• Support to open source research through preparing database of keywords and sources</li> <li>• Providing translations and relevant input to social media based reports on the topic of border management concerning irregular migration and cross border crime</li> </ul>	<ul style="list-style-type: none"> <li>• Formal education (degree) or proven knowledge (certificate) of the languages: Arabic or Pashto / Dari</li> <li>• At least 5 years' experience in translations</li> </ul>
8 / FSC	Crisis Management Specialist	Expertise and sound knowledge of crisis management principles, experience in	<ul style="list-style-type: none"> <li>• Support of ongoing and planned projects and activities in the area of crisis/emergency management support</li> </ul>	<ul style="list-style-type: none"> <li>• Documented knowledge (degree, certificate) in the field of crisis management</li> </ul>

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		preparing, implementing and exercising crisis management procedures, processes and protocols	<ul style="list-style-type: none"> <li>• Support in organizing of crisis management exercises</li> <li>• Developing, updating and maintaining crisis-related procedures, processes and protocols</li> </ul>	<ul style="list-style-type: none"> <li>• At least 7 years of experience in the field of crisis management related activities (as enumerated in the area of expertise and tasks)</li> <li>• Experience in working with immigration and law enforcement agencies will be an asset</li> </ul>
9 / ICT	Electronic Signature Expert	Qualified and non-qualified electronic signature and electronic seal technical solutions, legislation and standards	<ul style="list-style-type: none"> <li>• To contribute to production of concepts, requirements and other specifications needed for effective procurement and implementation of electronic signature solutions and related services, and the digital certificates</li> <li>• To support Frontex in evaluation of architectures, design and implementation plans for electronic signature</li> <li>• To provide consultancy with reference to the main decisions to be taken by Frontex in the implementation and configuration of electronic signature solutions</li> <li>• To support testing and validation of electronic signature solution, especially with regards to compliancy to the applicable regulations and technical standards</li> </ul>	<ul style="list-style-type: none"> <li>• must have expert knowledge in technical solutions for qualified and non-qualified digital signatures and related services</li> <li>• must have knowledge and understanding of legislation in scope of digital signature (especially eIDAS) and related specifications and standards (e.g. ETSI)</li> <li>• must have practical experience in design and implementing technical solution for digital signature and applicable best practices</li> <li>• should have practical experience in development of procedures and policies for digital signature and applicable best practices</li> </ul>
10 / ICT	Graphical Designer	Graphical design of user interface in software applications	<ul style="list-style-type: none"> <li>• To elicit requirements regarding GUI, usability and user experience of applications</li> <li>• To produce graphical elements to be used in applications, document templates and documentation</li> </ul>	<ul style="list-style-type: none"> <li>• Holds education in fine arts, computer graphics or photography</li> <li>• Has got at least 3 years' experience in designing user interface including graphics, icons, layouts, navigation, colours, interactive GUI elements for web based applications</li> </ul>

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			<ul style="list-style-type: none"> <li>● To design GUI for applications</li> <li>● To develop GUI mockups</li> <li>● To test user experience and usability of the applications</li> </ul>	<ul style="list-style-type: none"> <li>● Can prove his experience by presenting a portfolio of designs of GUIs</li> <li>● Is proficient in developing graphical mock-ups and active prototypes of user interface of the software application</li> <li>● Is expert in analysis, design and testing of application usability and user experience</li> </ul>
11 / ICT	Applications Trainer	Development and provision of trainings in custom developed applications to the end users	<ul style="list-style-type: none"> <li>● To analyse training needs</li> <li>● To learn the custom application which will be the subject of training</li> <li>● To develop training script, data and materials</li> <li>● To develop user guides for software applications</li> <li>● To record training video tutorials</li> <li>● To provision training classes to the end users</li> <li>● To provide on-the-job training and assistance to end users</li> </ul>	<ul style="list-style-type: none"> <li>● Has at least 3 years of experience in user training design and delivery</li> <li>● Has proven track record in preparing training materials, course outlines, course scripts, user documentation and training scenarios</li> <li>● Has a deep experience and knowledge of MS Office and MS SharePoint</li> <li>● Is experienced in assisting end users with their daily work and IT issues related</li> <li>● Possesses excellent communication skills, a service-oriented attitude, and the interpersonal skills to work with people with a different background and IT skills</li> <li>● Holds formal education or certificate for provision of IT trainings e.g. Microsoft Certified Trainer (MCT) etc.</li> </ul>
12 / ICT	Applications Tester	Testing of software applications	<ul style="list-style-type: none"> <li>● To design test cases, scripts, scenarios and data</li> <li>● To run applications tests</li> </ul>	<ul style="list-style-type: none"> <li>● Holds formal certificate in software applications testing e.g. ISTQB Certified Tester</li> <li>● Has experience in developing test plans, test scenarios, scripts and data in treatability to design artefacts</li> <li>● Has 3 years hands-on experience in testing software applications</li> <li>● Holds practical knowledge of software supporting tests of web based software applications</li> </ul>

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13 / ICT	Enterprise Architect	Enterprise architecture, business modelling, change management, developing architectural models	<ul style="list-style-type: none"> <li>● To support Frontex in initiation and developing Enterprise Architecture (EA)</li> <li>● To educate Frontex in EA</li> <li>● To develop EA models</li> <li>● To validate EA artefacts developed by Frontex or its contractors</li> </ul>	<ul style="list-style-type: none"> <li>● Must hold second cycle higher education in computer science or business administration or related field</li> <li>● Holds TOGAF 9 certificate or equivalent</li> <li>● Has got at least 5 years hand on experience in developing and managing enterprise architectures</li> <li>● Has got at least 5 years of experience in designing and implementing business changes in cooperation with top management and line personnel</li> <li>● Has performed role of architect in development of at least two enterprise level software systems</li> <li>● Is expert in business modelling, process design, organizational design</li> <li>● Is proficient in data and application design</li> <li>● Is proficient in technical standards for IT, norms and referential models</li> <li>● Is an expert in systems interoperability and integration patterns</li> <li>● Is Proficient in using UML, BPML, ArchiMate or similar notations</li> </ul>
14 / IEC	PM expert for EU-funded TA projects	Project development, implementation, monitoring and evaluation	<ul style="list-style-type: none"> <li>● To develop, implement, monitor, evaluate and report on EU-funded projects, including drafting project budgets</li> </ul>	<ul style="list-style-type: none"> <li>● At least five years of experience in the development, implementation, and/or coordination of EU-funded projects, preferably in third countries</li> <li>● Experience in designing project budgets and monitoring expenditures</li> <li>● Knowledge of EU budgetary and procurement procedures and financial guidelines</li> <li>● Experience in EU agencies or institutions and/or international governmental or non-</li> </ul>

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15 / JOU	Junior Interpreter / Cultural Mediator	Interpreting for immigration authorities, providing translation/interpretation services	<ul style="list-style-type: none"> <li>• To support screening and debriefing activities within Joint Operations by providing interpretation services</li> <li>• To use his/her cultural knowledge to offer a view on the reliability of the information received from a irregular migrant</li> <li>• To use his/her background and language skills to distinguish between different country dialects but also regional dialects</li> <li>• To challenge the account they are given regarding migrant's journeys and reasons for leaving their countries</li> <li>• To support in establishing the truth quickly and accurately, and to perceive cultural and emotional subtleties more clearly</li> <li>• To determine the assumed nationality, usually within a very short time</li> </ul>	<ul style="list-style-type: none"> <li>• High school diploma and at least 3 years of professional experience in interpretation and cultural mediation</li> <li>• Possession of a level of security clearance equal to that required for immigration/law enforcement within an EU Member State or Schengen Associated Country</li> <li>• Holding of a current and valid driving license</li> <li>• Experience in working with immigration and law enforcement agencies</li> <li>• Advanced level of knowledge of the cultures and geo-political situations of major third countries of origin, as well as migration and transit problems</li> <li>• Good communication and team working skills</li> <li>• Strong sense of initiative and responsibility</li> <li>• Ability to work at pace under challenging conditions</li> <li>• Ability to work in an international and multicultural environment</li> <li>• At least 3 years of experience in interpretation and cultural mediation</li> </ul>

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			<ul style="list-style-type: none"> <li>To support open source research through preparing database of keywords and sources</li> <li>To provide translations and relevant input to social media based reports on the topic of border management concerning irregular migration and cross border crime</li> </ul>	<ul style="list-style-type: none"> <li>Assets: knowledge of more than two of Third Country languages; previous professional experience in Frontex Joint Operations</li> </ul>
16 / JOU	Field Security Advisor	Proven knowledge on operational security and emergency response procedures; experience in designing, implementing and revising Security Plans for official institutions as well as Evacuation Plans	<ul style="list-style-type: none"> <li>To provide expertise, training and advise on security aspects related to the working places where personnel deployed under the umbrella of Frontex Joint Coordination activities is performing tasks and duties, with main focus on Registration Centres, Hotspot or any other closed/semi-closed compounds where Frontex personnel works</li> <li>To elaborate reports about security conditions and proposals about security shortcomings and corrective measures to implement</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge of operational security and emergency response procedures</li> <li>Response planning and workforce security training</li> <li>Competent with appropriate computer packages and technological systems and tools to aid emergency</li> <li>Proven background as Security Advisor in the operational field with Law Enforcement related activities</li> <li>Creative, flexible and self-motivated</li> <li>Problem solver</li> <li>Solution driven person</li> </ul>
17 / LAU	Legal researcher - Polish tax law	Knowledge and expertise in Polish tax law	<ul style="list-style-type: none"> <li>Delivery at short notice (1-3 weeks) of legal research papers, including relevant Polish case-law, where relevant, on a specific legal topic related to any form of Polish taxation (e.g. income taxes, capital taxes etc.)</li> </ul>	<ul style="list-style-type: none"> <li>At least bachelor level of law degree</li> <li>Previous professional experience with research, in particular legal and/or academic research related to Polish tax law matters</li> </ul>

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18 / LAU	Legal researcher - EU procurement law and/or EU procurement procedures	Knowledge and expertise related to EU procurement: (i) Procedures and/or (ii) Substantive law	<ul style="list-style-type: none"> <li>• Delivery at short notice (1-3 weeks) of legal research papers, including case-law of the European courts, where relevant, on either EU procurement procedures and/or EU procurement substantive law</li> </ul>	<ul style="list-style-type: none"> <li>• At least bachelor level of law degree</li> <li>• Previous professional experience with research, in particular legal and/or academic research in relation to EU procurement law and/or procurement procedures</li> </ul>
19 / PRU	Aeronautical engineer	Proven expertise in the field of aeronautical engineering	<ul style="list-style-type: none"> <li>• Give technical and regulatory advice to increase the quality and make recommendations for the improvement of the procurement documents designed to enhance Frontex technical capacity</li> <li>• Provide the necessary expertise for tenders evaluation</li> <li>• Develop standards and standard operation procedures in his area of expertise</li> </ul>	<ul style="list-style-type: none"> <li>• Degree in aeronautical engineering, mechanical engineering, aeronautics or fluid dynamics or other profile related relevant area</li> <li>• At least 5 years of work experience within the area of expertise</li> </ul>
20 / PRU	Vessel/maritime engineer	Proven expertise in the field of vessel engineering and naval operations (commercial or military)	<ul style="list-style-type: none"> <li>• Provide the necessary input to increase the quality and make recommendations for the improvement of the procurement documents related to the development of Frontex own technical capacity</li> <li>• Provide the necessary expertise for tenders evaluation</li> <li>• Provide the necessary experience to: <ul style="list-style-type: none"> <li>- conduct environmental, operational, or evaluation of marine machinery and equipment of vessels</li> <li>- determine conditions under which tests are to be</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Degree in marine engineering, marine technology, naval architecture, offshore engineering or other profile related relevant area</li> <li>• At least 5 years of work experience within the area of expertise</li> </ul>



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			<p>conducted, as well as to identify the sequences and phases of test operations</p> <ul style="list-style-type: none"> <li>- Develop standards and standard operation procedures in his area of expertise</li> </ul>	
21 / PRU	Air operations and air safety expert	Experience in the overall management of flight operations - fixed and/or rotary wing operations; experience in quality oversight in the field of aviation	<ul style="list-style-type: none"> <li>• Provide the necessary input to increase the quality and make recommendations for the improvement of the procurement documents related to the development of Frontex own technical capacity</li> <li>• Provide the necessary expertise for tenders evaluation</li> <li>• Provide the necessary expertise to develop standards and standard operation procedures in his/her area of expertise</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of ICAO, FAR, EASA-OPS, IOSA and other relevant regulations</li> </ul>
22 / PRU	Supply chain management expert	Experience in planning, design, development or implementation of supply chain management/logistics information systems or related business process area	<ul style="list-style-type: none"> <li>• Provide the necessary expertise to: <ul style="list-style-type: none"> <li>- Develop plans for feasibility assessment, establish requirements, including project plans, timelines and cost estimates;</li> <li>- Analyse specific procurement requirements and make proposal for the development of the related procurement strategies;</li> <li>- Track and monitor project progress against plan, requirements, quality measures, standard processes;</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of administrative, budgetary, financial and human resources policies and procedures</li> <li>• Knowledge of supply chain management programmes</li> </ul>

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			<ul style="list-style-type: none"> <li>- Develop standards and standard operation procedures in his area of expertise</li> </ul>	
23 / PRU	Logistics expert	Experience in planning and/or coordinating logistics support operations	<ul style="list-style-type: none"> <li>• Provide the necessary expertise to:               <ul style="list-style-type: none"> <li>- Prepare logistics and support plans, deployment timelines and budget requirements;</li> <li>- Develop contingency plans;</li> <li>- Develop and implement methodologies and tools to enable effective execution of logistic plans;</li> <li>- Develop standards and standard operation procedures in his area of expertise</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• University degree in logistics, business administration, engineering, or related field</li> <li>• Knowledge of logistics operations and practices</li> <li>• Minimum 5 years of experience are required</li> </ul>
24 / PRU	Car Fleet management expert	Experience in Asset Management, Car Fleet Maintenance and/or Fleet Operations	<ul style="list-style-type: none"> <li>• Provide the necessary expertise to:               <ul style="list-style-type: none"> <li>- Manage a fleet of vehicles within different geographic areas;</li> <li>- Manage the maintenance of a multiple type vehicle fleet within multiple working locations;</li> <li>- Develop standards and standard operation procedures in his area of expertise</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Degree in technical field, science and marketing</li> <li>• Knowledge in the area of operation, maintenance and administration of fleets of vehicles</li> <li>• Minimum 5 years of experience are required</li> </ul>
25 / PRU	Civil engineer for camp management and administration	Knowledge and proven working experience in the field of civil works, camp management and administration	<ul style="list-style-type: none"> <li>• Conduct field visits to several potential locations requiring specific technical assistance and, based on performed assessment, recommend best solution for project implementation</li> <li>• Review of technical documentation (e.g. technical description, design and</li> </ul>	<ul style="list-style-type: none"> <li>• Degree in structural engineering, geotechnical engineering, construction engineering and management, environmental engineering and engineering mechanics or related field</li> <li>• Minimum 5 years of experience are required</li> </ul>

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			<p>specific drawings, participate in the evaluation of bids process as external expert) for specific projects</p> <ul style="list-style-type: none"> <li>• Provide effective support throughout all stages of tendering processes</li> <li>• Monitor and supervise construction works</li> <li>• Provides general office support (e.g. assist in the management of logistical support to the programme; prepare and maintain status reports for projects under implementation and for completed projects)</li> <li>• Develop standards and standard operation procedures in his area of expertise;</li> </ul>	
26 / PRU	Environmental engineer	Knowledge and proven working experience in the field of environmental engineering	<ul style="list-style-type: none"> <li>• Conduct field visits to several potential locations requiring specific technical assistance and, based on performed assessment, recommend best solution within his area of expertise for project implementation</li> <li>• Participate in engineering design of environmental projects</li> <li>• Conducting project related research (historic data, regulations, etc.)</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of EU climate, environment and energy regulation</li> <li>• Knowledge of operational concepts from UN, NATO and EU (Military Concept for Environmental Protection and Energy Efficiency from ca 2012) will be an asset</li> </ul>
27 / PRU	Occupational Safety and Health (OSH) expert	Knowledge and proven working experience in the field of OSH and managing workplace health and safety; experience in designing, evaluate and implement programmes that promote safer work environments;	<ul style="list-style-type: none"> <li>• To work alongside and to support Frontex internal stakeholders in developing and implementing OSH tools, measures and strategies</li> <li>• To check working conditions of personnel deployed under the umbrella of Frontex Joint Coordination activities</li> <li>• To elaborate reports about working conditions, and contribute</li> </ul>	<ul style="list-style-type: none"> <li>• Degree in Safety and Security sciences, health or other relevant area;</li> <li>• Knowledge about Industrial hygiene, disaster preparedness and communication, epidemiology and disease theory, health and safety program design and integration, disease management in international settings and safety laws and litigation;</li> <li>• At least 5 years of working experience in OSH related matters;</li> </ul>

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		knowledge of incident management and crisis management	to proposals about actions and corrective measures to implement	
28 / PRU	Health Risk Assessment and Health Contingency Planning Expert	Providing policy advice, research and risk assessment; Health contingency planning related to outbreaks and/or isolation of infectious diseases	<ul style="list-style-type: none"> <li>• To provide policy advice and research in the field of health risk assessment at the external borders of the European Union;</li> <li>• To apply and elaborate health risk assessment (e.g. by conducting risk assessment according to the Kinney methodology);</li> <li>• Providing expertise for potential preventive measures against more exotic and highly infectious diseases;</li> <li>• Assesses and promotes the implementation of domestic action plans and/or protocols for the isolation and containment of possible outbreaks of contagious diseases in the operational areas</li> </ul>	<ul style="list-style-type: none"> <li>• Degree in Safety and Security sciences, health, medicine or other relevant area;</li> <li>• At least 3 years of working experience in health risk assessment matters;</li> <li>• Proven experience in travel medicine;</li> <li>• Scientific research publications as an advantage;</li> <li>• Distinguished field experience will be an asset</li> </ul>
29 / PRU	Crisis Intervention Team (CIT) expert	Knowledge and proven working experience in the field of CIT	<ul style="list-style-type: none"> <li>• To work alongside and to support Frontex internal stakeholders in developing and implementing OSH tools, measures and strategies</li> </ul>	<ul style="list-style-type: none"> <li>• Certified crisis intervention team expert</li> <li>• At least 3 years of working experience in CIT related matters</li> </ul>
30 / PRU	Software development expert	Experience in software development projects	<ul style="list-style-type: none"> <li>• To provide the necessary expertise related to project management for software development covering all phases of the development lifecycle for different methodologies</li> </ul>	<ul style="list-style-type: none"> <li>• Possesses university degree in Computer Science or Engineering</li> <li>• Has expertise in various software development methodologies</li> <li>• Owns PMI Agile Certified Practitioner certificate or equivalent</li> <li>• At least 5 years of work experience as software development manager</li> </ul>

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31 / RAU	Africa Border Security Expert	Border management, risk analysis, project implementation experience	<ul style="list-style-type: none"> <li>• To conduct necessary activities (field visits, interviews, research etc.)</li> <li>• To elaborate feasibility studies and gap analyses related to third countries' border management / security, risk analysis/intelligence analysis and information exchange capabilities</li> <li>• To support the implementation of projects aimed at building third countries' capacities in the fields of border management/security, risk analysis/intelligence analysis, information exchange</li> <li>• To organise / deliver workshops / trainings in order to develop third countries' border management / security risk analysis /intelligence analysis, information exchange capabilities, in line with Frontex mandate and methodology (IBM, CIRAM)</li> </ul>	<ul style="list-style-type: none"> <li>• A level of education which corresponds to 4 years completed university studies attested by a diploma or equivalent studies</li> <li>• Working experience in the field of border management/security, migration management, intelligence, cooperation with competent third country authorities (especially in relation to border security, law enforcement) and analysis</li> <li>• Project implementation experience</li> <li>• Good command of oral French as well as appropriate in writing skills</li> <li>• Valid security clearance up to EU Confidential</li> </ul>
32 / RAU	IT Specialist for project support and implementation in Africa	Technical expertise on implementation, monitoring, or maintenance of IT systems	<ul style="list-style-type: none"> <li>• To assess infrastructure needs in third countries chosen for technical assistance and in line with the aims of capacity building project</li> <li>• To provide technical specifications and advise on IT equipment most</li> </ul>	<ul style="list-style-type: none"> <li>• Bachelor's or equivalent degree in Information Technology, Computer Science or related field</li> <li>• A minimum of two (2) years of demonstrated experience with computer desktop support in an enterprise level organisation working in the</li> </ul>

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			<p>suitable for the needs of a particular third country in line with the aims of capacity building project</p> <ul style="list-style-type: none"> <li>To manage and support initial set up of IT equipment and software delivered to third countries</li> <li>To develop strategies and IT procedures to increase efficiency, enhance workflow and improve reliability of chosen IT solutions in third countries</li> <li>To develop and help to implement a “support and maintenance” plan (IT equipment and software) on a local level in third country</li> </ul>	<p>support of a Windows/MAC computing environment</p> <ul style="list-style-type: none"> <li>Industry certifications, excellent IT and communication skills</li> <li>Ability to fill multiple roles simultaneously</li> <li>Proven track record of maintaining IT structural integrity</li> <li>Good command of oral French as well as appropriate in writing skills</li> <li>Valid security clearance up to EU Confidential</li> </ul>
33 / TRU	SQF expert	Sectoral Qualifications Framework for Border Guarding (SQF for BG); Course design in line with Bologna / Copenhagen principles, using SQF for BG; learning outcomes based course design; training delivery (presentation and facilitation skills)	<ul style="list-style-type: none"> <li>Facilitate the curricula alignment with the SQF for BG (national and Frontex curricula and courses)</li> <li>Review and improve national and Frontex courses and curricula in line with Bologna/Copenhagen principles, using SQF for BG and the quality assurance policy</li> <li>Facilitate the working groups developing Frontex curricula, supervise and assess the learners and deliver the Course in Course design in line with Bologna/Copenhagen principles, using SQF for BG</li> <li>Support the teams that apply for the Frontex Grant Project for National Integration of Sectoral Qualifications</li> </ul>	<ul style="list-style-type: none"> <li>Degree in Education/Social Sciences or equivalent, or non-formal / informal education and training in related fields (including proven on the job experience in training and curriculum design);</li> <li>Frontex certificate in Course design in line with Bologna/Copenhagen principles using the SQF for Border Guarding</li> <li>Certification by Frontex as SQF trainer or in the course of obtaining it (having successfully completed or carrying out the SQF Train the Trainers workshops in order to become SQF trainer);</li> <li>Experience in curriculum design, preferably international</li> </ul>

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			Framework for Border Guarding through curriculum development, review and accreditation at national level	<ul style="list-style-type: none"> <li>• Experience in training delivery and group facilitation</li> <li>• Experience with Frontex training projects would be an asset</li> </ul>
34 / TRU	Education management expert	Education management and administration	<ul style="list-style-type: none"> <li>• Courses management and administration in line with the quality assurance standards and procedures</li> <li>• Facilitate the work and provide assistance to the boards and committees responsible for quality assurance of the education programmes/courses</li> <li>• Collect, collate, disseminate all information related to the implementation of the accredited training programmes, including learners records and assessments and stakeholders feedback</li> <li>• Monitor the progress and prepare reports on the courses implementation and other course management related documents</li> <li>• Liaise and facilitate communication between all individual and institutional stakeholders of the courses</li> </ul>	<ul style="list-style-type: none"> <li>• Master's Degree in Education/Social Sciences/related or equivalent</li> <li>• Experience with management and administration of training activities, courses etc.</li> <li>• Experience with administration and management of training activities through virtual learning environments / learning management systems</li> <li>• Knowledge of quality assurance standards and procedures for education and training providers</li> <li>• Proven work experience in international organizations; previous working experience in EU institutions / agencies would be an asset</li> <li>• Experience with Frontex training projects would be an asset</li> </ul>
35 / TRU	Educational Quality Assurance expert	Education Quality Audit, Quality Assurance, Programmes evaluation, validation and accreditation in higher and vocational education	<ul style="list-style-type: none"> <li>• Independent evaluation of Frontex training courses and curricula, following the European standards and guidelines for internal and external quality assurance in higher and vocational educational</li> <li>• Documents review (courses descriptors and documentation, curricula,</li> </ul>	<ul style="list-style-type: none"> <li>• Degree in Education/Social Sciences/related or equivalent, or non-formal / informal education and training in Education related fields</li> <li>• PhD or Doctoral degree required, preferably in Education (or related)</li> <li>• Experience as external reviewer for vocational and/or higher education programmes, preferably experience as a member in evaluation panels for programmes accreditation</li> </ul>

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			<p>including self-evaluation reports, students records etc.)</p> <ul style="list-style-type: none"> <li>• Site visit during the course delivery, perform interviews with a sample of stakeholders (students, teachers, administrators etc.)</li> <li>• Act as a member of the Evaluation panels for programmes accreditation/validation</li> <li>• Participate in quality assurance and accreditation related meetings and preparations when required</li> <li>• Facilitate and support the quality assurance of the curriculum development/review process</li> <li>• Make recommendations for programmes improvement covering the programmes design, delivery and quality assurance</li> <li>• Facilitate and support the quality assurance of the curriculum development/review process</li> <li>• Make recommendations for programmes improvement covering the programmes design, delivery and quality assurance</li> </ul>	<ul style="list-style-type: none"> <li>• Proven knowledge of European standards for quality assurance, evaluation and accreditation of vocational and/or higher education programmes</li> <li>• International experience with vocational or higher education programmes in the area of law enforcement / security / defence / border management</li> <li>• Experience with setting up quality assurance systems, policies and procedures for training providers would be an asset</li> <li>• Experience with Frontex accredited training projects, including SQF for Border Guarding would be an asset</li> </ul>
36 / TRU	Training Delivery methodology	Education / Pedagogy Bologna / Copenhagen processes; training delivery methodology; learning outcomes based course design; training the trainers	<ul style="list-style-type: none"> <li>• Participate to the development/review of the Frontex course in Training Delivery Methodology (Train the Trainers)</li> <li>• Contribute to the development of the curriculum, course package and learning materials</li> </ul>	<ul style="list-style-type: none"> <li>• Degree in Education/Social Sciences/ or equivalent, or non-formal / informal education and training in related fields (including proven on the job experience in training delivery)</li> <li>• Frontex certificate in Course design in line with Bologna/Copenhagen principles using the SQF for Border Guarding</li> </ul>



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			<ul style="list-style-type: none"> <li>• Facilitate the independent, experiential and contact learning phases of the Frontex Course in Training Delivery methodology (including on line facilitation)</li> <li>• Supervise and assess the course participants</li> <li>• Contribute when required to the evaluation of Frontex trainers as part of the quality assurance and certification process</li> </ul>	<ul style="list-style-type: none"> <li>• Frontex certificate in Course delivery Methodology (train the trainers) or in the course of completing it</li> <li>• Proven knowledge and experience in methodology of training delivery, group facilitation and train the trainers</li> <li>• Experience in curriculum design, preferably international, would be an asset</li> <li>• Experience with Frontex training projects would be an asset</li> </ul>
37 / TRU	Expert in intelligence gathering officers education	Expertise in one or more of the following areas: <ul style="list-style-type: none"> <li>- Debriefing</li> <li>- Screening and nationality assumption</li> </ul> Interview techniques	Development, support to and direct implementation of training courses targeting intelligence gathering officers, such as debriefing, second-line interview and screening	<ul style="list-style-type: none"> <li>• Thorough knowledge of the subject of debriefing and nationality assumption</li> <li>• Strong knowledge on interviewing techniques and tactics in the area of irregular migration</li> <li>• Min. 5 years of practical experience in debriefing, screening or second line interview, including conducting interviews in daily work</li> <li>• Previous experience in training development and delivery in English language</li> <li>• Deployment to the operation activities as debriefing, screening or interview expert</li> </ul>
38 / TRU	Pre-deployment courses instructional design and support	Designing, developing and producing customized learning and teaching resources for direct courses, self-study and e-learning specific for pre-deployment courses	Interactive preparation of customized training materials visual aids, customized documents, e-learning resources in print format, online or on-site media	<ul style="list-style-type: none"> <li>• Practical experience in the field of designing training materials</li> <li>• Subject matter expert in at least one area of pre-deployment courses (e.g. documents)</li> <li>• Strong knowledge on graphic and book design</li> <li>• Proven experience with print production</li> <li>• Experienced in database production and administration</li> <li>• Fluency in HTML and Photoshop</li> <li>• Detail-oriented and highly organized</li> </ul>

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39 / TRU	Maritime Border Security Expert (for training)	Maritime Border Surveillance and / or Search and Rescue legislation; ; experience in conducting Maritime Border Surveillance and / or Search and Rescue activities	Development of training products and support to the training process, incl. assessment in the required area of expertise	<ul style="list-style-type: none"> <li>• Minimum 5 years of practical border and coast guard / police experience</li> <li>• Previous involvement in the field of Maritime Border Security training development and/or delivery at EU level desirable</li> <li>• Sound knowledge of international and European legislation referred to the law of sea and Search and Rescue</li> <li>• Certification of having completed the studies qualifying as commander of a naval asset (minimum CPV) in their respective country</li> <li>• SAR Diplomas (SMA, OSC, ACO) will be considered as an asset</li> <li>• Train the trainer completed course will be considered as an asset</li> </ul>
40 / TRU	Coast Guard Functions Expert (for training)	Coast Guard Functions Inter-Agency Cooperation within the Coast Guarding	Development of training products and support to the training process, incl. assessment in the required area of expertise	<ul style="list-style-type: none"> <li>• Minimum 10 years of experience in the Coast Guard functions (border guard / border police / coast guard related)</li> <li>• Previous involvement in Coast Guard training development at EU level desirable</li> <li>• Previous involvement in training delivery at EU level in the field of Coast Guard functions desirable</li> </ul>
41 / TRU	EUROSUR expert (for training)	Eurosur / NCC	Development of training products and support to the training process, incl. assessment in the required area of expertise	<ul style="list-style-type: none"> <li>• Minimum 10 years of border guard / police experience, out of which minimum two at the NCC level</li> <li>• Previous involvement in training delivery at EU level in the field of EUROSUR</li> <li>• Previous involvement in training development in the field of EUROSUR desirable</li> </ul>
42 / TRU	Risk analysis training expert	Risk analysis / CIRAM	Development of training products and support to the training process, incl.	<ul style="list-style-type: none"> <li>• Minimum 10 years of experience in the field of risk analysis (border guard / border police related)</li> <li>• Previous involvement in risk analysis training development at EU level desirable</li> </ul>

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			assessment in the required area of expertise	<ul style="list-style-type: none"> <li>• Previous involvement in training delivery at EU level in the field of risk analysis desirable</li> </ul>
43 / TRU	Canine teams assessor	Canine teams training	Development of training products and support to the training process, incl. assessment in the required area of expertise	<ul style="list-style-type: none"> <li>• Minimum 10 years of experience in the field of canine teams training and assessment</li> <li>• Previous involvement in training delivery at EU level in the field of canine teams training (based on Frontex standards)</li> <li>• Previous involvement in canine teams training development at EU level desirable</li> <li>• Prior certification by Frontex Training Unit at least at the level of canine team instructor required</li> </ul>
44 / TRU	Children's rights expert (for training)	Human rights of children	Development of training products and support to the training process in the required area of expertise	<ul style="list-style-type: none"> <li>• Minimum 5 years of operational / field experience in international protection (vulnerable groups)</li> <li>• Previous formal education connected to the subject desirable</li> </ul>
45 / HRS	E-learning expert	Design and development of e-learning materials	<ul style="list-style-type: none"> <li>- Design, develop and modify e-learning and materials related to Frontex specific procedures, processes, products, applications or related to soft skills training, including developing content from storyboards into engaging and fully-functional e-learning interactive courses with practice exercises, e-learning games, graphical design (also photos, video-production, audio clips etc.)</li> <li>- Provide quality control and feedback on the training materials developed by others</li> <li>- Support development of user support and promotion materials including websites, multimedia, electronic and paper based publications such as user guides, best practice manuals, poster and leaflets</li> </ul>	<ul style="list-style-type: none"> <li>- At least 3 years of professional experience with the e-learning</li> <li>- Competence in applying instructional design models (i.e. ADDIE, Dick and Carey)</li> <li>- Professional experience in working with learning management systems (i.e. Blackboard, Moodle, Success Factors) software</li> <li>- Professional experience with tools for capturing and editing sound and image;</li> <li>- Knowledge of Adobe Captivate and Adobe Creative Suite/Creative Cloud tools, Moodle learning management systems or similar platforms,</li> <li>- Knowledge of principles, tools and mechanisms of on-line collaboration</li> <li>- Knowledge of the latest advancements in e-learning development;</li> <li>- Very good knowledge of office IT applications and products, in particular Microsoft Office (especially PowerPoint);</li> </ul>

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				<ul style="list-style-type: none"> <li>- Knowledge of graphic creation and presentation software as well as knowledge of a tool for editing video and audio.</li> </ul>
46 / HRS	HR training provider	Staff Development	<ul style="list-style-type: none"> <li>- Design, develop and deliver training on various processes related to the area of staff development like performance management, talent management, coaching, objectives setting, giving/receiving feedback etc.</li> <li>- Develop training outlines and materials including interactive, multimedia presentations</li> <li>- Deploy a variety of training methods</li> <li>- Draw an overall as well as individualized training and development plan that addresses learning needs and expectations</li> </ul>	<ul style="list-style-type: none"> <li>- At least 4 years of professional experience as a trainer in the area of staff development</li> <li>- Preferably previous involvement in training delivery at EU level in the field of staff development</li> <li>- Proven track record in preparing training materials, course outlines, course scripts and training scenarios</li> <li>- Track record in designing and executing successful training programs</li> <li>- Excellent communication skills, a service-oriented attitude, and the interpersonal skills</li> <li>- Familiarity with traditional and modern training methods (mentoring, coaching, on-the-job or in classroom training, e-learning, workshops, simulations etc.)</li> </ul>
47 / HRS	Senior HR Coach	HR Consultancy	<ul style="list-style-type: none"> <li>- Design and delivery of team building events</li> <li>- Individual and team coaching</li> <li>- Facilitation of developmental events/workshops</li> <li>- Design and delivery of development centres</li> <li>- Design and delivery of job grading and competency management projects</li> </ul>	<ul style="list-style-type: none"> <li>- At least 5 years of professional experience as a senior HR Consultant</li> <li>- Qualification of Certified Coach</li> <li>- Proven experience in training, HR consulting, coaching, design and facilitation of developmental and team building events</li> <li>- Proven experience in design and delivery of development centers</li> <li>- Excellent communication skills, a service-oriented attitude and the interpersonal skills</li> </ul>
48 / HRS	Occupational Psychologist	Socio - medical support	<ul style="list-style-type: none"> <li>-To provide a support to staff in cases related to difficulties in the working environment</li> <li>-To advice managers in cases related to staff having difficulties in working relations</li> </ul>	<ul style="list-style-type: none"> <li>- Degree in psychology</li> <li>- At least 5 years of experience as occupational psychologist or equivalent</li> <li>- Experience in dealing with mobbing, harassment and other difficult situations in the workplace</li> <li>- Experience in the multicultural environment</li> </ul>

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				<ul style="list-style-type: none"> <li>- Excellent communication and interpersonal skills, in order to convince others, inspire their trust and gain information</li> </ul>
49 / HRS	Senior HR Consultant (organisational development)	HR consultancy	To provide consultancy on the: <ul style="list-style-type: none"> <li>- Competency framework</li> <li>- Job architecture</li> <li>- Job analysis</li> <li>- Job evaluation</li> <li>- Workload assessment</li> <li>- Workforce planning</li> <li>- HR processes mapping</li> <li>- Employer branding</li> </ul>	<ul style="list-style-type: none"> <li>- Degree in HR management</li> <li>- At least 5 years of professional experience as a senior HR Consultant</li> <li>- Proven experience in performing any of tasks as listed</li> <li>- Familiarity with methodologies related to the scope of consultancy as described</li> <li>- Excellent communication skills, a service-oriented attitude, and the interpersonal skills</li> </ul>
50 / HRS	Senior HR Consultant (recruitment)	Expert for candidate's assessment (soft skills & management skills)	Design and delivery of an "Assessment centre" capability aimed at testing & evaluation of soft/personal and management skills of pre-selected candidates	<ul style="list-style-type: none"> <li>- At least 5 years of professional experience as a senior HR Consultant</li> <li>- Proven experience of at least 3 years in performing tests and interviews of candidates</li> <li>- Detailed familiarity with methodologies and practical arrangements related to the testing and evaluation of soft/personal and management skills</li> <li>- Experience in design and running of the assessment centres in particular for managerial positions.</li> </ul>
51 / HRS	General practitioner (medical doctor)	Medical advising	To provide opinions in relation to health conditions of Frontex staff including verification of sickness certificates. To represent Frontex in the Invalidity Committee. To provide advice and support for Frontex staff in relation to medical issues.	<ul style="list-style-type: none"> <li>- Completed medical studies, including certification as medical doctor.</li> <li>- At least 5 years of experience as general practitioner.</li> <li>- Working experience in occupational medicine.</li> <li>- Experience in dealing with invalidity issues.</li> </ul>