



SECONDED NATIONAL EXPERT- JOB PROFILES procedure: 2017/07 (Risk Analysis Unit/ Operations Division)

Description of the role of the entity in Frontex:

The task of the Risk Analysis Unit is to provide the foundation for Frontex operational action, as well as to deliver analytical knowledge on the current external borders security situation to EU Member States, Schengen Associated Countries, the Council and the Commission.

The Unit is divided into three Sectors:

- The Sector "Strategic Analysis" deals with regular information exchange on illegal migration with Member States and other partners, and delivers periodical and tailored analytical products in order to support strategic level decision-making regarding management of EU external borders.
- The Sector "Operational Analysis" deals with intelligence collection and provides support to Frontex coordinated joint operations and pilot projects through the provision of operational analysis based products, lately also including the processing of personal data in accordance with art.11c of the Frontex Regulation.
- The Sector "Analytics" supports the analytical sectors in the ad-hoc and bespoke exploration of data and intelligence and in the provision and development of geospatial services. The ultimate objective of the sector is to improve the timeliness and quality of the knowledge managed by the Risk Analysis Unit.

**SECONDED NATIONAL EXPERT- JOB PROFILE procedure: 2017/07
Risk Analysis Unit/ Operations Division)**

PROFILE: Analyst (Counterterrorism, Cross Border Crime and Firearms, Document Fraud)

Tasks and responsibilities related to this post/position:

- providing support to analytical activities related to one or more of the areas of expertise: border management and border security, terrorism, cross border crime, document fraud;
- monitoring and reporting the inter-dependencies between various criminal phenomena encountered at the EU borders, with particular focus on one or more of the areas of expertise: (a) cross-border movements by foreign terrorist fighters (FTF) or persons linked with terrorist organisations and/or (b) firearms trafficking (c) cross border crime with focus on illicit commodities trafficking at EU borders and as relevant from EU borders point of view (following the IBM and the 4-tiers approach);
- providing analytical and logistical support of risk analysis networks with Members States and Third Countries,
- support to the vulnerability assessments with regard to Member States' capacity as regards CT (including development relevant part of the CVAM and analysis of collected information), cross border crime, firearms, and document fraud detection;
- providing support in preparing risk assessments, reports, letters, briefing notes and responses to enquiries;
- supporting the organisation of meetings, workshops, seminars and network cooperation in the field of unit/sector activities;
- supporting and implementing the working cooperation with other Frontex units/sectors promoting the best practices and knowledge-sharing.

Optional, depending on profile:

- providing input for development of key risk indicators with a focus on FTF movements and collecting and processing the necessary data on FTF movements;
collecting and processing the necessary data according to the best practices in the field

Professional qualifications, competencies and experience required:

Essential:

- At least three years of professional experience with delivering high quality analysis on border security, border management, irregular migration and/or various cross-border criminal activities including movements of terrorist suspects, and /or document fraud phenomena.
- Proven knowledge of analytical techniques and tools as well as professional experience of their practical application;
- Capacity to analyse and make sense of quantitative datasets and qualitative information coming from a wide variety of sources;
- Practical knowledge and proven experience in intelligence analysis and statistical analysis;
- Ability to develop hypotheses on irregular migration and/or movements of foreign terrorist fighters, and/or cross border crime (drugs, firearms, counterfeited goods, hazardous materials, excise goods trafficking from border security point of view), identify intelligence gaps and make recommendations for risk mitigation measures
- Skills in preparing risk assessments, reports, letters and briefing notes;

- Excellent command of written and oral English, at least at C1 level;
- Excellent command of Microsoft Office applications.

Assets:

- Relevant experience from prevention, detection and counter-action against illicit commodities trafficking;
- Expertise on firearms and firearms trafficking;
- Relevant experience in counterterrorism field;
- Completed training in intelligence analysis, strategic analysis or similar;
- Familiarity with administrative working practices of the EU or other international organisations;

Personal skills & competencies required:

- Capability to organise and manage work, including the ability to cope with stress in relation to demanding and multiple tasks, heavy workload, time pressure and tight deadlines;
- Strong sense of initiative, responsibility and commitment and customer service and support-oriented work ethic;
- Excellent presentation, interpersonal and communication skills in English (ability to communicate clearly and precisely to different audiences both orally and in writing);
- Ability to cooperate effectively within a diverse team in a multicultural environment (good team-working & team-building skills).

**SECONDED NATIONAL EXPERT- JOB PROFILE procedure: 2017/07
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PROFILE: Analyst (Data Analyst)

Tasks and responsibilities related to this post/position:

- To process high volume of data collected by the Risk Analysis Unit, with particular responsibility in assuring the quality control of the data stored, its comparability and its completeness;
- To communicate regularly with internal and external data providers, as part of the quality control procedure, and to guarantee the timeliness of the data reported;
- To provide support to the analysis of the data on irregular migration and cross-border crime;
- To contribute to the development of the data library of the Risk Analysis Unit and to the definition of the database structures;
- To assist the analysts of the Risk Analysis Unit during the preparation of risk analysis reports on the nature and scope of irregular migration and cross-border crime in particular by providing database extracts according to needs;
- To perform any other data management and analysis supporting tasks assigned to the Unit.

Professional qualifications, competencies and experience required:

Essential:

- Completed a university degree;
- Practitioner's proficiency level in the use of MS Excel for data analysis and reporting;
- Practical experience in collection, processing or verification of high volumes of data;
- Excellent computer skills and ability to learn specialized software
- Knowledge of data visualization technics;
- Quantitative and analytical problem-solving skills;

Assets:

- Experience in using SAS or other data processing software;
- Familiarity with administrative working practices of the EU or other international organisations

Personal skills & competencies required:

- Capability to organise and manage work, including the ability to cope with stress in relation to demanding and multiple tasks, heavy workload, time pressure and tight deadlines;
- Strong sense of initiative, responsibility and commitment and customer service and support-oriented work ethic;
- Ability to cooperate effectively within a diverse team in a multicultural environment (good team-working & team-building skills).

**SECONDED NATIONAL EXPERT- JOB PROFILE procedure: 2017/07
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PROFILE: Analyst (Operational Analysis)

Tasks and responsibilities related to this post/position:

- Providing analytical support in the planning, operational phase, and final evaluations of joint operations and pilot projects;
- Deliver tailored, high quality analysis on the nature and scope of illegal migration and associated cross-border criminal activities;
- Collecting and processing the necessary data according to the best practices in the field;
- Preparing risk assessments, reports, letters, briefing notes and responses to enquiries;
- Supporting the organization of meetings, workshops, seminars and network cooperation in the field of unit/sector activities;
- Supporting and implementing the working cooperation with other Frontex units/sectors promoting the best practices and knowledge-sharing;
- Maintaining the relevant analytical files on the database and guaranteeing the archiving of files;
- Contribute to the sector activities in particular by contributing to the implementation of the tasks assigned in the Programme of Work.

Professional qualifications, competencies and experience required:

Essential:

- At least five years of professional experience and proven knowledge in the areas described in the job duties;
- Proven knowledge of analytical techniques and tools and professional experience of their practical application;
- Practical knowledge and expertise in intelligence analysis;
- Ability to develop hypotheses on illegal immigration and associated cross-border criminal activities, identify intelligence gaps and make recommendations for further action;
- Experience in border control activities and knowledge of trends concerning irregular migration in the professional qualifications and experience
- Excellent command of English, both oral and written;
- Report writing skills;
- Excellent command of Microsoft Office applications.

Assets:

- Experience of working with Open Source Intelligence (OSINT)
- Familiarity with Frontex framework and activities.

Personal skills & competencies required:

- Capability to organise and manage work, including the ability to cope with stress in relation to demanding and multiple tasks, heavy workload, time pressure and tight deadlines;
- Strong sense of initiative, responsibility and commitment and customer service and support-oriented work ethic;
- Excellent presentation, interpersonal and communication skills in English (ability to communicate clearly and precisely to different audiences both orally and in writing);
- Ability to cooperate effectively within a diverse team in a multicultural environment (good team-working & team-building skills).

**SECONDED NATIONAL EXPERT- JOB PROFILE procedure: 2017/07
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PROFILE: Analyst (HUMINT and Personal Data)

Tasks and responsibilities related to this post/position:

- Deliver tailored, high quality analysis on the nature and scope of illegal migration and associated cross border criminal activities;
- Preparing risk assessments, reports, letters briefing notes and responses to enquiries;
- Support the management of relational databases containing personal data in accordance with the Data Protection Regulation (EC) 45/2001;
- Responsible for pre-processing quantitative and qualitative intelligence and personal data collected by Member States, consistent with Art. 47 of the European Border and Coast Guard Regulation;
- Using specialized software and analytical techniques to identify links between suspects, and their involvement in crimes and specific modus operandi;
- Using personal data and contextual information to form cases for onward transmission to other Union law enforcement agencies and for creating risk analysis output;
- Drafting reports and delivering presentations on data quality and reporting issues;
- Providing assistance in project management activities;
- Collating statistics, drafting reports and delivering presentations relating to the analysis of personal data;
- Following the latest developments in the area of risk analysis methodologies;

Professional qualifications, competencies and experience required:

Essential:

- At least 5 years' analytical experience in a law-enforcement environment, preferably in an international context;
- Demonstrably high level of practical and technical analytical skills, such as crime mapping, timeline charting and network (link) analysis;
- Ability to develop hypotheses, identify intelligence gaps and make recommendations for further action;
- Experience of delivering high-quality analytical reports with clear language and appropriate data visualizations;
- An understanding of data models and the ability to manage complex relational databases;
- Professional experience in preparing risk assessments, reports, letters and briefing notes
- Excellent command of written and oral English, at least at C1 level;
- Excellent command of Microsoft Office applications.

Assets:

- Specific experience in the area of risk/intelligence analysis preferably in relation to organised crime, irregular migration or cross-border crime;
- Experience in cooperation with European public administration and familiarity with EU administrative working practices;
- Experience in border control activities and knowledge of trends concerning irregular migration in the professional qualifications and experience.

- Experience of working with Open Source Intelligence (OSINT);
- Experience of analysing network data from social networks (Twitter, Facebook pages);
- Familiarity with Frontex framework and activities.

Personal skills & competencies required:

- Capability to organise and manage work, including the ability to cope with stress in relation to demanding and multiple tasks, heavy workload, time pressure and tight deadlines;
- Strong sense of initiative, responsibility and commitment and customer service and support-oriented work ethic;
- Excellent presentation, interpersonal and communication skills in English (ability to communicate clearly and precisely to different audiences both orally and in writing);
- Ability to cooperate effectively within a diverse team in a multicultural environment (good team-working & team-building skills).

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PROFILE: Analyst (Vulnerability Assessment)

Tasks and responsibilities related to this post/position:

- Risk analysis activities related to 1) border management in general and 2) vulnerability assessment especially;
- Support to the implementation of different data collection schemes for vulnerability assessments;
- Monitoring and analysing information on Member States' technical equipment, systems, capabilities, resources, infrastructure, adequately skilled and trained staff necessary for border control as well as contingency plans on border management according to the best practices in the field;
- Support the activities related to the Vulnerability Assessment Network including organisation of meetings and workshops as well as network cooperation related to joint analytical activities;
- Preparing vulnerability assessments, reports, letters, briefing notes, responses to enquiries and presentations;
- Implementing the working cooperation with other Frontex Units/Sectors promoting the best practices and knowledge-sharing.

Professional qualifications, competencies and experience required:

Essential:

- Experience from supporting law enforcement or judicial authorities
- Experience and skills from processing and analysing both quantitative and qualitative data
- Knowledge of practices of evaluation or similar
- Experience in writing reports dealing with border management or other law enforcement issues
- Excellent command of written and oral English, at least at C1 level
- Competent user of Microsoft office applications (Word, Excel and Outlook)

Assets:

- Experience in delivering analysis on border management, security issues or similar
- Ability to articulate ideas and findings in a concise and comprehensive manner
- Experience from Schengen evaluations
- Experience in organising meetings and follow-up activities
- Familiarity with administrative working practices of the EU or other international organisations

Personal skills & competencies required:

- Capability to organise and manage work, including the ability to cope with stress in relation to demanding and multiple tasks, heavy workload, time pressure and tight deadlines;
- Strong sense of initiative, responsibility and commitment and customer service and support-oriented work ethic;
- Excellent presentation, interpersonal and communication skills in English (ability to communicate clearly and precisely to different audiences both orally and in writing);
- Ability to cooperate effectively within a diverse team in a multicultural environment (good team-working & team-building skills).

**SECONDED NATIONAL EXPERT- JOB PROFILE procedure: 2017/07
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PROFILE: Analyst (Third Countries)

Tasks and responsibilities related to this post/position:

- providing support to analytical activities related to 1) migration management and border management in general, and 2) irregular migration, cross-border crime and border security especially;
- monitoring of Third Countries from EU border security point of view;
- providing support to the activities of selected risk analysis networks with Third Countries;
- collecting and processing the necessary data according to the best practices in the field;
- providing support in preparing risk assessments, reports, letters, briefing notes and responses to enquiries;
- supporting the organisation of meetings, workshops, seminars and network cooperation in the field of unit/sector activities;
- supporting and implementing the working cooperation with other Frontex units/sectors promoting the best practices and knowledge-sharing.

Professional qualifications, competencies and experience required:

Essential:

- Professional experience with delivering high quality analysis on Third Countries with respect to migration management, border management, border security, fundamental rights, irregular migration and various cross-border criminal activities such as arms trafficking and trafficking in human beings;
- Capacity to analyse and make sense of quantitative datasets and qualitative information coming from a wide variety of sources;
- Practical knowledge and proven experience in intelligence analysis;
- Ability to develop hypotheses on irregular migration and cross-border criminal activities, identify intelligence gaps and make recommendations for risk mitigation measures;
- Keen interest and excellent orientation in geopolitical issues related to border security and border management issues;
- Excellent command of English, at least at C1 level;
- Excellent command of Microsoft Office applications.

Assets:

- Knowledge of languages such as French, Russian, Turkish, Arabic;
- Relevant experience in work in Third Countries.
- Familiarity with administrative working practices of the EU or other international organisations

Personal skills & competencies required:

- Capability to organise and manage work, including the ability to cope with stress in relation to demanding and multiple tasks, heavy workload, time pressure and tight deadlines;
- Strong sense of initiative, responsibility and commitment and customer service and support-oriented work ethic;
- Excellent presentation, interpersonal and communication skills in English (ability to communicate clearly and precisely to different audiences both orally and in writing);
- Ability to cooperate effectively within a diverse team in a multicultural environment (good team-working & team-building skills).

