1. INTRODUCTION

The World Customs Organization (WCO) is an independent intergovernmental body, established in 1952 as the Customs Co-operation Council (CCC), whose mission is to enhance the effectiveness and efficiency of Customs services across the globe. The WCO represents 183 Customs administrations that collectively process approximately 98% of world trade. As the global centre of Customs expertise, the WCO is the only international organization with competence in Customs matters.

As a forum for dialogue and exchange of experiences between national Customs delegates, the WCO offers its Members a range of Conventions and other international instruments, as well as technical assistance and training services provided either directly by the Secretariat, or with its participation. The Secretariat also actively supports its Members in their endeavours to modernize and build capacity within their national Customs administrations.

2. PROJECT OVERVIEW

Since the 2000s, significant drug seizures made in Europe in the air sector led to the realization that criminal organizations had found new routes for bringing cocaine to European consumer markets, using West Africa, where export controls were close to non-existent, as a transit zone. An analysis of these fraud trends also showed an urgent need to build the capacities of the airports most heavily affected by this phenomenon in Africa, Latin America and the Caribbean.

The AIRCOP Project is a multi-agency airport communication project funded by the European Union and implemented by the United Nations Office on Drugs and Crime (UNODC), in partnership with INTERPOL and the WCO. The project is aimed at strengthening the capacities of participating international airports in Africa, Latin America and the Caribbean to detect and intercept illicit goods in both origin and transit countries with the overall objective of disrupting criminal networks.
3. **OBJECTIVES**

The project objectives are to be achieved mainly through:

- Raising awareness of global drugs trafficking challenges and the important role Customs plays;
- Developing training curriculum and material on the Customs Enforcement Network Communication Platform (CENcomm) for AIRCOP Project participants;
- Delivering technical assistance and capacity building;
- Delivering data analysis on Joint Inter-Agency Task Force (JIATF) activities; and
- Conducting operational activities and fostering stakeholder relations.

4. **MAIN RESPONSABILITIES**

Under the supervision of and reporting to the relevant Technical Officer (Drugs Programme Manager), the Assistant Programme Manager will assist the Drugs Programme Manager with the AIRCOP Project plan and contribute effectively to the delivery of the project activities by the project team, made up of a UNODC Project manager and regional coordinators.

Under the supervision of the Drugs Programme Manager, he/she will be responsible for AIRCOP Database analysis and will be asked to perform highly specialized duties in a timely manner, including:

**i. Capacity building, training and technical assistance:**

(a) Providing analytical and technical support as regards the data registration process in the CENcomm tool; organizing and monitoring the data exchange between users in cooperation with AIRCOP Project Regional Coordinators;
(b) Organizing and conducting CENcomm training sessions for Law Enforcement officers in coordination with AIRCOP Project Regional Coordinators;
(c) Preparing updated teaching materials for CENcomm users; and
(d) Assisting and cooperating with the Drugs Programme Manager in the production and updating of training materials.

**ii. Operational activities:**

(a) Assisting the Drugs Programme manager in scoping activities and country visits; and
(b) Organizing and coordinating law enforcement operations in AIRCOP Project implementation areas.

**iii. Reporting and analysis:**

(a) Contributing effectively to regular reporting activities and drafting substantive analyses; and
(b) Overseeing the mining and analysis of data and information.

**iv. Communication:**

(a) Promoting the AIRCOP project by contributing to publications and communication;
(b) Supporting the development and implementation of the CENcomm Application and other WCO communications platforms; and
(c) Liaising with AIRCOP project participants, partners and key stakeholders in a challenging environment.

v. Any other related duties as may be assigned by the supervisor.

5. EDUCATION

- Master’s degree or higher in a relevant field of study.
- A first-level university degree may be accepted in lieu of the Master’s degree alongside the minimum relevant experience required plus two additional years of relevant work experience.

6. EXPERIENCE

A minimum of 10 (ten) years’ relevant experience is required for this position. Extensive knowledge and experience in:

- Customs and/or law enforcement and/or border security ;
- Sound knowledge of data analysis;
- Capacity building and/or training; and
- Organization of workshops or events at regional level;
- Field experience in West and Central Africa or Latin America and the Caribbean is considered an asset for the position.

7. LANGUAGES

- English and French are the official working languages of the WCO;
- Fluency in one of the official languages is a requirement and knowledge of the other is considered an asset.

8. COMPETENCIES

- Strong communication skills;
- Capacity to create and sustain a network;
- Ability to work in a multi-cultural environment with a wide variety of stakeholders;
- Strong organizational and work capacity in a demanding environment; and
- Excellent command of data management tools, including Microsoft Office software (Word, Excel, PowerPoint, Access).

9. CONTRACT AND CONDITIONS

- Six-month short-term contract;
- Probationary period: one month;
- Full-time employment (37 hours and 40 minutes per week) at WCO Headquarters in Brussels, Belgium;
- 30 days of annual paid leave;
• Frequent travel required to beneficiary countries
• Salary commensurate with experience and up to 5,500 €/month all-inclusive (remuneration exempt from income tax in Belgium); and
• Compulsory WCO health insurance deducted from salary (around 65 €/month)

This position is subject to the conditions laid down in the Manual for Short-Term Contractors. The successful applicant shall not acquire the subsequent right to occupy a permanent post within the WCO. The successful applicant will not be affiliated to any WCO retirement fund or pension scheme.

10. APPLICATION AND RECRUITMENT PROCESS

The onus is on the applicant to demonstrate how he/she meets each of the essential qualifications and requirements. Applicants are encouraged to detail concrete achievements in their CV and/or in their cover letter and to include references.

Only short-listed candidates will be contacted for an assessment which may include a written test and/or an interview. All short-listed candidates may be requested to provide copies of their original diploma, certificates and proof of relevant experience. Pre-selected candidates may also be subject to reference checks to confirm the information provided in the application.

Interested candidates should submit their application for review no later than 31 May 2020, including a CV and cover letter in English or French by e-mail to:

sylvain.raymond@wcoomd.org

Or by mail to:

World Customs Organization
Compliance and Facilitation Directorate
Drugs and Precursors Programme
Rue du Marché, 30
B-1210 Brussels
Belgium

Interested candidates may submit a request for additional information via e-mail, providing full name and contact details.

The evaluation of applicants will be conducted on the basis of the information submitted in the application according the position criteria and the rules applicable at the WCO.

11. ADDITIONAL INFORMATION

The WCO values commitment to the principles of integrity, transparency and accountability as well as diversity among its staff members. Applications from qualified women and men will receive equal treatment and due regard will be paid to the importance of recruiting nationals
from WCO Members on as wide a geographical basis as possible. Please note that the WCO Headquarters is a non-smoking environment.