



MINISTRY OF CIVIL SERVICE AND ADMINISTRATIVE REFORMS
MAURITIUS

09 February 2018

Ministry of Civil Service and Administrative Reforms
Circular Letter No 10 of 2018
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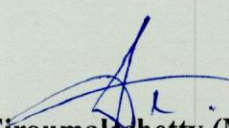
From: **Secretary for Public Service**
To: **Supervising Officers in Charge of Ministries/Departments**

The African Union Commission – Vacancy

The African Union Commission is inviting applications, from appropriately qualified candidates, and as an equal opportunity employer, qualified women are strongly encouraged to apply for the following post:-

	Post	Deadline for submission of application
(i)	Principal Policy Officer, P4	15 February 2018

2. Details regarding the above mentioned post is attached as **Annex**.
3. Please note that all applications for the post should include a resume, and should be addressed to Aude Lucie AYO, Head of Recruitment Unit, African Union Commission, by email, on: Ayo-Adibeta@african-union.org.
4. It would be appreciated if the contents of this Circular could be brought to the attention of all officers serving in your Ministries/Departments.


N. G. Tiroumalechetty (Mrs)
for Secretary for Public Service

Enc.

Copy to: Secretary to Cabinet and Head of the Civil Service



VACANCY ANNOUNCEMENT

Principal Policy Officer, Intelligence and Security Committee (ISC), Bureau of the Chairperson

The African Union, established as a unique Pan African continental body, is charged with spearheading Africa's rapid integration and sustainable development by promoting unity, solidarity, cohesion and cooperation among the peoples of Africa and African States as well as developing a new partnership worldwide. Its Headquarters is located in Addis Ababa, capital city of Ethiopia.

In seeking to achieve these objectives, the African Union intends to strengthen its capacity to deliver by, among others, the implementation of new organization structure and the filling of regular and short-term vacant posts.

The Commission of the African Union invites applicants who are citizens of Member States for the regular post of Principal Policy Officer in the Intelligence and Security Committee (ISC), Bureau of the Chairperson.

Post:

Job Title: Principal Policy Officer
Grade: P4 (Step 1)
Supervisor: Coordinator, Intelligence and Security
Department: Intelligence and Security Committee, Bureau of the Chairperson
Duty Station: Addis Ababa
Number of Position: 1

Job Purpose:

Under the supervision of the Coordinator of the Intelligence and Security Unit, the incumbent contributes to the activities of the unit in the area of intelligence and security in Africa

Main Duties and Responsibilities:

- Supervise officers in charge of various regions in Africa
- Analyze strategic information on intelligence and security in Africa;
- Produce intelligence assessments and overview on events taking place in the world as they impact on the African continent;
- Draft papers on situations of conflict and crises in African countries;
- Present reports on the development of socio-political, humanitarian and security situations in Africa;
- Produce intelligence and analysis of pre and post-election situations of African countries holding elections;

- Participate in election observation missions, in coordination with the Department of Political Affairs of the AU and with international partners, and presents analytical reports relating thereto with relevant observations and recommendations;
- Participate in activities related to the strengthening of the Peace and Security Architecture of the African Union (APSA) and attend meetings of the Peace and Security Council of the AU;
- Perform all other duties assigned by his supervisor.

1. Educational Qualification & Work Experience Required:

University Master's Degree in Social Sciences and Law with 7 years of experience at a Specialist/Expertise level within the Intelligence Community or/and international organization, out of which 3 at supervisory level. Have broad and thorough understanding of the regional mechanisms in the field of prevention, management and resolution of conflicts in Africa.

Extensive knowledge on the various doctrines of Intelligence Services and their modus operandi is an advantage.

2. Required Skills and Competencies:

- Conceptual Thinking and Problem Solving
- Information, knowledge sharing and Communication
- Have good interpersonal skills and ability to work in a team;
- Innovative, Taking Initiatives
- Have the ability to work in a multicultural and international environment.
- Strategic Perspective
- Developing Others
- Driving Change

3. Language Requirement:

Proficiency in one of the African Union working languages (Arabic, English, French and Portuguese) is required. Knowledge of one or more of the other AU working languages would be an added advantage.

4. Tenure of Appointment:

The appointment will be made on regular terms for a period of three (3) years, of which the first twelve months will be considered as a probationary period. Thereafter, the contract will be for a period of two years, renewable subject to satisfactory performance and deliverables.

5. Equal Opportunities:

The AU Commission is an equal opportunity employer and qualified women are strongly encouraged to apply. Candidates from the following least represented countries are also encouraged to apply: Angola, Cape Verde, Central African Republic, Congo (DRC), Comoros, Equatorial Guinea, Guinea Bissau, Madagascar, Mali, Morocco, Namibia, Sahrawi Arab Republic, Sao Tome and Principe, Seychelles, Somalia, South Sudan and Eritrea,

6. Remuneration:

Indicative basic salary of US\$ 40,413.00 (P4 Step 1) per annum plus other related entitlements such as Post adjustment (46% of basic salary), Housing allowance US\$ 15,897.60 per annum, education allowance (75% of tuition and other education related expenses for every eligible dependent up to a maximum of US\$7,800.00 per child per annum), etc. for Internationally recruited staff of the Commission.

How to Apply

All applications must reach the African Union Commission not later than --- 2017 through the AU Commission's website <http://www.aucareers.org>

Applications are pre-screened by the system according to the published requirements of the job opening on the basis of the information provided in the application. In relation to the requirements of the job opening, applicants must provide complete and accurate information pertaining to their qualifications, including their education, work experience, and language skills. Each applicant must bear in mind that submission of incomplete or inaccurate applications may render that applicant ineligible for consideration for the job opening. Initial screening and evaluation of applications will be conducted on the basis of the information submitted. Applications cannot be amended following submission. Candidates under serious consideration for selection will be subject to a reference-checking process to verify the information provided in the application.

**Directorate of Administration and Human Resources
Management, African Union Commission
Addis Ababa, Ethiopia**