

SECONDED NATIONAL EXPERT- JOB PROFILE

LEGAL OFFICER

(LEGAL AND PROCUREMENT UNIT/CORPORATE GOVERNANCE)

Tasks and responsibilities related to this post/position:

Reporting to the Head of Unit and under the supervision of the respective Head of Sector the main duties related to these positions are:

- drafting legal opinions, best practices, procedures, rules, decisions and other legal instruments;
- tendering legal advice to practitioners, providing support on a wide range of assignments of an operational nature, including the Standing Corps planning and implementation, or on issues related to the functioning of Frontex;
- other tasks and responsibilities assigned by Heads of Sector/Unit.

Selection criteria:

Professional qualifications, competencies and experience required:

Essential:

- Experience and knowledge of EU law, or EU affairs, or Public International Law or International Affairs;
- Professional experience acquired in a Home Affairs, or Justice, or Defence or Foreign Affairs' national institution;
- Excellent level of English, including the ability to perform legal drafting in that language;
- Previous experience in providing legal advice to national public authorities.

Assets:

- Experience or knowledge of EU institutions/bodies or international organisations;
- Expert knowledge in at least one of these fields:
 - Home Affairs, or Justice, or Defence, or Foreign Affairs
 - Fundamental Rights Law
 - Schengen *acquis*
 - Integrated Border Management
 - Administrative Law, Contract Law and Financial Law
 - Privileges and immunities
 - International maritime law;
- Ability to explain legal issues to non-experts in a service-oriented manner, focusing on problem solving;
- Excellent organisation and prioritisation skills and the ability to handle a large volume of work in an efficient and timely manner;
- Exposure to advising on the coast guard functions, 'returns', the use of force and/or capacity building projects related to the rule of law.

Personal skills & competencies required:

Attributes especially important to this post include:

- Excellent communication and teamwork skills;
- Critical thinking;
- Ability to take initiative with proven ability to work independently with minimal supervision.