

## Post Vacancy – Job description

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- **Reference number:** 2024-12 (to be quoted in all your communications)
- **Office location:** Chisinau, Moldova with regular missions to Armenia
- **Position:** Short Term Technical Assistant (12 months)
- **Deadline for application:** 03 December 2024
- **Start date:** 01 February 2025

### **Job Description:**

Moldova remains highly affected by Russia's war of aggression against Ukraine. Since February 2022 almost 2 million fled the war to Moldova, and around 135.000 refugees and third-country nationals from Ukraine are currently hosted in the country.

The Republic of Armenia has experienced an influx of over 115,000 refugees following the hostilities in Nagorno Karabakh in September 2023, constituting over 4% of the total population of Armenia. While the emergency phase of the Armenia Refugee Response concluded in March 2024, serious humanitarian needs and gaps remain. Humanitarian assistance is still needed to meet the remaining needs during the process of the full integration of Karabakh Armenians into the national assistance schemes.

In order to facilitate and maximise the impact of the humanitarian operations financed by the European Union in the region, an expert will be appointed to the post of Short term Technical Assistant by the European Commission's Directorate General for European Civil Protection and Humanitarian Aid Operations (DG ECHO) to support DG ECHO operations **in Moldova**, in the context of the humanitarian consequences of Russia's war of aggression against Ukraine, **and in Armenia**.

The Country TA is expected to assess and analyse the humanitarian situation, the operating environment and the potential strategies for an appropriate response. He/she is also expected to ensure the monitoring of all DG ECHO funded operations and the coherence of the actions with DG ECHO's policies and practices. Additionally, the Country TA will be required to liaise with all relevant interlocutors and stakeholders (including humanitarian and development actors and donors, as well as the host governments) to support the operationalization of the humanitarian-development-peace nexus in the two countries.

He/she will be required to carry out regular field missions. At the request of DG ECHO Headquarters, the expert may also be called upon to carry out missions linked to his/her specific responsibilities to other regions or to Brussels and should be prepared to react to a current or evolving crisis in any other region in the world.

### **Place of assignment:**

This **short-term** TA position (**regarded as expatriate without his/her family**) will be based in **Chisinau, Moldova with regular missions to Armenia. The expert will be requested to share equally his/her time between the two countries.**

**Candidates are deemed to be fully aware of the local living conditions, including inter alia information concerning security, health care, education, social acceptance of sexual orientation, and accommodation provided, before applying.**

### **Qualification requirements and assets:**

DG ECHO's recruitment policy aims at respecting diversity, creating an inclusive working environment, maintaining gender balance, and applying a zero-tolerance policy on discrimination.

DG ECHO encourages recruitment of qualified women. Therefore, **female candidates are strongly encouraged to apply** and at equal merit between two final candidates, female candidates will be given priority.

**Please note that nationals of the country where the post is based are not eligible.**

General DG ECHO language requirements: mastering English as the mandatory first language. The second language must be different from the first language and must be one of the languages used in the humanitarian aid sector, namely French, English, Spanish, Arabic or Russian.

**Requirements for the post:**

The candidate must have at least 5 years of professional experience in humanitarian aid with a minimum of 3 years' relevant experience in the area of expertise outside the European Union and other industrialised countries, other than their country of origin. In addition, the candidate must have experience in the following domains:

- At least 5 years' experience in management of multi-sectoral humanitarian aid programs
- Excellent level of English

The candidate must demonstrate the following skills:

- Team player skills and cooperation
- Ability to work in a proactive and autonomous way
- Experience with working with a variety of stakeholders, including government representatives and development donors.

**Assets:**

- Experience with the implementation of the humanitarian-peace-development nexus and related topics (social protection, social safety nets)
- Experience in Basic Needs Framework for Integrated Programming/CASH
- Experience in Protection
- Experience in Refugee and resettlement situation
- Experience in complex emergencies and displaced persons context
- Knowledge of Russian, Ukrainian, Romanian or Armenian
- Experience in the Eastern Neighborhood
- Previous DG ECHO experience.

**Apply:**

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Interested candidates should send their application to [echo-experts-jobs@ec.europa.eu](mailto:echo-experts-jobs@ec.europa.eu):

**Subject of the message:** 2024-12- Short term Technical Assistant – Chisinau, Moldova

**With the following information:**

- Forename:
- Surname:
- E-mail:
- Phone number(s):
- ID application number (DG ECHO database):
- Available from (dd/mm/yyyy):

**Documents to be attached:**

- Curriculum Vitae
- Motivation Letter

“By sending your email with the requested personal details and documentation, you explicitly provide your consent for the processing of your personal data for recruitment-related purposes.”

**Please note that:**

**To ensure the validity of your application, your CV has to be updated in the DG ECHO Field Staff Management (FSM) database <https://webgate.ec.europa.eu/echo/fsm/>**

For any IT issues related to the update of your CV in the Field Staff Management (FSM), please do contact [ECHO-DEV-FSM@ec.europa.eu](mailto:ECHO-DEV-FSM@ec.europa.eu)

**- Only shortlisted candidates will be contacted**

“For information related to Data Protection and the processing of personal data for recruitment-related purposes, please consult the Specific [Privacy Statement](#).”

**Deadline for sending application: 03/12/2024**