**Vacancy announcement:** V.N. 20-09  
Admin number: ADMIN/20/31  
Post number: 50002864  

**Contract Information:** Fixed-term for two years (first year is probationary) with the possibility of further extension subject to satisfactory performance  

**Date of issue:** 03 September 2020  
**Deadline for applications:** 01 October 2020  
**Salary:** US$88,162 net per annum, plus post adjustment (currently US$ 49,283). Salary is free of income tax in the United Kingdom. For further information on benefits and entitlements please click here

## Purpose of the post
Under the supervision of the Director of the Maritime Safety Division, the incumbent will direct and supervise the activities of the Maritime Security Section, including coordinating the work of the Section in preparing for, servicing and following up on meetings of the Maritime Safety Committee (MSC).

For a detailed job description, please refer to page 2.

## Required competencies
(a) Thorough and in-depth knowledge of all security-related IMO instruments and measures.  
(b) Ability to establish and supervise maritime security-related technical programmes.  
(c) Proven organizational skills in coordinating activities and resources, with the ability to focus on outcomes and thorough implementation of activities.  
(d) Leadership and decision-making skills and ability to manage and develop staff, based on the ethics and integrity policy of the Organization.  
(e) Ability to communicate with Member States, project partners and other stakeholders and to negotiate and influence effectively to build consensus and achieve objectives.  
(f) Excellent ability to draft and edit technical texts and present complex issues in a clear and accurate manner.  
(g) Excellent spoken, written and presentation skills, and ability to provide guidance and explain complex issues and positions to a variety of audiences.

## Professional experience
Minimum of 10 years of progressively responsible professional experience in maritime security or maritime administration. Experience in policy development.

## Education
Advanced university degree in maritime-related science (Nautical or Engineering), public policy or administration, maritime law, or other equivalent qualification.

## Language skills
Advanced level of proficiency in English, both written and oral, is essential. Proficiency in another official language(s) of the UN highly desirable.

## Other skills
Ability to develop and clearly and articulately present concepts and strategies on a broad range of maritime security issues. Experience in civil-military cooperation and in implementing capacity building activities in developing countries would be a distinct advantage. Experience in management of diverse teams and international activities is highly desirable.

Computer literacy in MS Office and ERP systems, ideally SAP.

## How to apply
Applications must include an up to date Personal History Form (also available from our website www.imo.org) and should be accompanied by a cover letter stating the reasons for applying and experience relevant to the post. Applications should be sent to the following email address: recruitment@imo.org.

Only applications submitted via email will be accepted.

Please state **Vacancy Number 20-09** as well as the title of the post in the subject line.

**Please do not send applications via multiple routes.**

Your application will be acknowledged only in the case that you are shortlisted for an interview.

This vacancy is open to all qualified candidates. IMO seeks to increase the number of women at senior levels and, therefore, qualified women are particularly encouraged to apply. IMO will make every effort to facilitate the employment of persons with disabilities.
MAIN DUTIES AND RESPONSIBILITIES OF THE POST

Under the general guidance and supervision of the Director of the Maritime Safety Division, the incumbent will:

1. Direct and supervise the activities of the Maritime Security Section;

2. Provide input to the Director on matters related to maritime security, including piracy, and contribute to the formulation of the Division’s overall strategy and work programme;

3. Coordinate the work of the Section in preparing for, servicing and following up on matters concerning maritime security during meetings of the Maritime Safety Committee (MSC) and its subsidiary bodies, the Council and the Assembly, as and when required;

4. Supervise and coordinate technical cooperation and capacity-building projects on the enhancement of maritime security and the repression of piracy and armed robbery against ships within the purview of the Section, in particular the global maritime security programme, the Djibouti Code of Conduct and West and Central Africa Maritime Security programmes and major security/piracy projects, liaising with internal and external stakeholders as required;

5. Represent the Organization in UN and global and regional activities related to counter terrorism in support of related UN and IMO resolutions and the Organization’s obligations as a UN entity under the UN Global Compact on Counter Terrorism;

6. Supervise and coordinate work associated with all matters related to the implementation of international maritime security requirements, including external relations with industry and maritime security information specialists;

7. Assume general responsibility for matters relating to the personnel, including project personnel, and the budget of the Section;

8. Prepare or supervise the preparation of IMO publications and other documents dealing with maritime security matters;

9. Provide information to Member States, the UN and its specialized agencies, international organizations, industry, research establishments etc.; and to other divisions of the Secretariat on matters falling within the purview of the Section;

10. Represent the Organization at conferences, seminars, symposia, training courses, meetings and similar events; provide specific information, lecture or present papers on maritime security related subjects; and organize events for which the Section has been assigned responsibility;

11. Perform any other related duties, as required.