

# United Nations Mechanism for International Criminal Tribunals

Investigator (Fugitive and Investigations Unit), P-3

DEADLINE FOR APPLICATIONS	:	16 June 2017
DATE OF ISSUANCE	:	18 May 2017
OFFICE	:	Office of the Prosecutor (OTP)
LOCATION	:	MICT Arusha
JOB OPENING NUMBER	:	17-ING-RMT-78926-R-ARUSHA (R)

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United Nations Core Values: Integrity, Professionalism, Respect for Diversity

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## Organizational setting and Reporting:

The post is located in the Office of the Prosecutor (OTP) of the Mechanism for International Criminal Tribunals (MICT), Arusha Branch. The incumbent will work under the direct supervision of the Prosecutor and Chief of Operations.

## Responsibilities:

The incumbent will perform the following duties:

- Conducts investigations as required in all cases falling within the MICT's mandate.
- Is responsible for the professional planning and conduct of investigations assigned to him or her.
- Provides investigative support (including giving evidence as required) to trials and appeals and any other case-related matters arising before the MICT, Arusha Branch, such as preparation of investigative and prosecutorial files for outstanding fugitives, applications for review, applications for referral of cases to national jurisdictions, contempt of court and arrests of fugitives.
- Undertakes travel to support the work outlined above, which may include witness interviews, recording statements from witnesses, opening new lines of investigation, arresting fugitives and investigating new evidence submitted or identifying rebuttal evidence as part of appeal or review processes.
- Collects information and data that would contribute to locating and arresting fugitives. In this regard, maintains confidential sources and contacts according to standard operating procedures in force and ensures that the actions taken do not compromise the safety of witnesses, informants or sources.
- Reviews intelligence and analytical work product to determine further investigative actions.
- Coordinates, as necessary, with governments, local and international non-governmental organizations and other agencies in the conduct of investigations, to solicit information, including for the purposes of locating and arresting fugitives.
- Is responsible for operating within the scope of Standard Operating Procedures of the Office of the Prosecutor and the applicable law(s).
- Records victims and witness statements and collates evidence or other materials obtained during investigations, ensures the proper chain of custody of evidence or other materials and takes responsibility for entering statements, evidence or other materials in the OTP's evidence collection as well as generally ensuring the safe-keeping of all evidence, statements and other relevant materials.
- Prepares mission orders/requests and reports after each field mission.
- Effectively coordinates activities of an investigations team during field missions, including during the arrest of fugitives.
- Reviews incoming material for disclosure.
- Maintains cordial and cooperative relations with national, regional and international investigative/prosecuting authorities and assists their relevant officers, pursuant to official requests by them, in their search for relevant materials for national prosecution(s).
- Proposes and/or implements systems and procedures to ensure that investigations are conducted professionally, efficiently and effectively.
- Performs other functions as directed by the Prosecutor, Chief of Operations and/or senior lawyer in charge of the case.
- Assists and supports the work of the OTP as required.

## Core Competencies:

- **Professionalism:** Knowledge of techniques for contacting, recruiting and managing sources. Knowledge of carrying out a criminal investigation for the purpose of locating outstanding fugitives. Knowledge of criminal investigation techniques, and particularly use of analysis in complex investigations. Knowledge of procedures and experience in preparing witnesses and evidence for judicial proceedings, particularly in the context of the former ICTR. Ability to adapt to changing circumstances and conditions during the course of an investigation and ability to modify procedures and methodologies accordingly. Ability to think clearly and logically and analyze complex and obscure data from a myriad of sources. Sound knowledge of and practical experience in the use of internal guidelines on the management, and protection of confidential sources. Good computer skills and ability to use software applications relevant to criminal investigations. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.
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# United Nations Mechanism for International Criminal Tribunals

- **Communication:** Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.
- **Teamwork:** Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.
- **Planning & Organizing:** Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

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## QUALIFICATIONS

### Education:

Advanced university degree (Master's degree or equivalent) in Criminology, Criminal Investigations, Criminal Justice or related field. A first-level university degree or equivalent training/diploma in criminal investigations techniques from a recognized public police academy combined with qualifying experience in criminal investigation techniques may be accepted in lieu of the advanced university degree.

### Work Experience:

At least five years of progressively responsible experience in criminal investigations or law enforcement, including substantial experience at the international level. Substantive participation in complex, long-term criminal investigations, especially of violent crimes is required. Experience in recruiting and managing sources and in tracking of fugitives as well as in preparing witnesses and evidence for judicial proceedings is also required. Relevant experience at the ICTY and/or ICTR and a good understanding of the Rwandan genocide are highly desirable.

### Languages:

Fluency in one of the working languages of the MICT, English or French, (both oral and written) is required; knowledge of the other would be an asset.

### Assessment Method:

There will be a technical test and competency-based interview.

### Special Notice:

The appointment is limited to the Mechanism for International Criminal Tribunals. Appointment of the successful candidate on this position will be limited to the initial funding of the post. Extension of the appointment is subject to the extension of the mandate and/or the availability of funds. As the international tribunals are not integrated in the Secretariat, UN Staff Members serve on assignment or secondment from their parent department/office if selected. Appointments of staff members in the United Nations are subject to the authority of the Secretary-General. Staff Members are expected to move periodically to new functions in accordance with established rules and procedures, and may in this context be reassigned by the Secretary-General throughout the Organization based on the changing needs and mandates.

### No Fee:

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, TRAINING OR ANY OTHER FEES). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON BANK ACCOUNTS.

### United Nations Considerations

The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. (Charter of the United Nations - Chapter 3, article 8). The United Nations Secretariat is a non-smoking environment.

### HOW TO APPLY:

All applications must be submitted through the UN Inspira portal. The Mechanism for International Criminal Tribunals is not able to accept applications for this vacancy via email.

Internal applicants may go to <https://inspira.un.org>

External applicants may go to <https://careers.un.org>

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