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DUL-22012016

17 (1)

**FAX/URGENT/AT ONCE****From: Home New Delhi**

- To :**
1. The Chief Secretaries and DsG (P)s of all States / UTs
  2. Directors - IB/CBI/SVP PA/SPG/NEPA/NICFS/CFSL/DCPW/NCRB.
  3. DsG - BSF/CRPF/ITBP/CISF/NSG/RPF/BPR&D/SSB/NCB/NIA/Assam Rifles (Through LOAR)
  4. Commissioner of Police Delhi.
  5. UT Division, MHA

19

16

**No.21023/05/2016-PMA****Dated the 17 February, 2016**

**Subject :- Job opening: Deputy Police Commissioner (D-1) on Secondment to the United Nations Mission in Liberia (UNMIL) (Job Opening No. DPKO-UNMIL-49154-2016)**

UNDKO through PMI to UN has sought the nomination of Individual Police Officers for the positions of **Deputy Police Commissioner (D-1), UNMIL** for an initial period of one year with possibility of extension. :-

Number of post	:	Not mentioned.
Level of Post	:	D-1 [IsG/Addl DsG]
Organization	:	UNMIL
Duration	:	12 Months (extendible)
Job Opening number	:	DPKO-UNMIL-49154-2016

**QUALIFICATIONS**

**Education:** Advanced university degree (Masters or equivalent) in law, police management, law enforcement, security studies, criminal justice, business or public administration, human resources management, change management, or related area. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree. Advance training for command/senior staff is highly desirable. Graduation from a certified Police Academy or other national or international Law Enforcement Training Institution is required.

**Work Experience:** A minimum of 15 year (17 years in absence of advanced university degree) of progressive and active policing service/experience both at the field and national police headquarters level including 10 years of active police experience at senior policy making level, with extensive strategic planning and management experience in areas such as operations, human and financial resources, crime management, police administration and, police training and development, practical command level experience of running a department or a region or a state level police units, Highly developed advisory, coaching/mentoring skills, well-developed consultation, effective negotiation and written communication skills; In-depth planning (strategic and operational) and organizational skills especially working in a multicultural environment. Previous UN or international experience is an advantage.

ADG (K)

26/2/16

पुलिस महानिदेशक के सहायक

IG(K)

अपर पुलिस महानिदेशक (कार्मिक)  
मुख्यालय पुलिस महानिदेशक  
उ०प्र०, लखनऊ।  
26.2.2016

3140

Sec-1

by

अपर पुलिस महानिदेशक/  
पुलिस महानिरीक्षक (कार्मिक)  
उत्तर प्रदेश

27.2.16

27.2.16

**Language:** Fluency in spoken and written English is required. Knowledge of a second UN language is an advantage. **Preference will be given to equally qualified women candidates.**

2. It is requested that nomination of **eligible and willing officer** of the level of **IsG/ Addl DsG (D-1)** may be submitted to this Ministry by **21<sup>st</sup> March, 2016** along with the following documents duly completed in all respect:-

- i. United Nations Personal History Profile (PHP) form (P-11) duly completed and signed by the nominated candidate.
- ii. United Nations Employment and Academic Certification [attachment to personal history profile (P-11)] Form duly completed and signed by the nominated candidate as well as the relevant local authority.

**Note:** - On scrutiny of nominations received, it has been observed that the EAC is submitted without the signature of Designated Authority of concerned Force resulting rejection of nomination. Hence, the forwarding authority should ensure that the EAC is duly signed by the applicant as well the Designated Authority of Force.

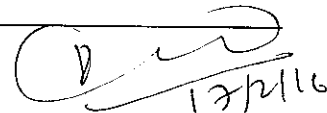
- iii. Personal details as per **Annexure-I**.

3. The nominated officers may be advised to send the above document as per the format enclosed through electronic mail at e-mail address at [uspma@nic.in](mailto:uspma@nic.in).

4. **No modified format other than the specimen enclosed duly typed will be entertained/accepted as it invites lot of observations from UN HQ (UNDPKO) while finalizing the nominations.** Hand written PHP/EAC will not be entertained/accepted. It may be ensured that the photographs of the officer applying for the post should be placed on the front side of P-11 form and signature in the last page at relevant place.

5. It may please be ensured that the nominees are clear from Vigilance angle.

6. No direct application will be entertained.



**( Raman Kumar)**

Under Secretary to the Government of India

☎:23094009

☎:23094009

✉:uspma@nic.in

**Copy to**

1. Commissioner of Police ,  
Mumbai, Kolkatta, Chennai and Bangalore. } It is requested to forward the  
nominations of eligible and willing  
officers though State Government  
only.
2. SO (IT), MHA - With the request to upload the above communication on MHA  
website and 'what's new'.



17/2/16

**( Raman Kumar)**

Under Secretary to the Government of India

☎:23094009

☎:23094009

✉:uspma@nic.in

**BIO-DATA PROFORMA**

Recent passport  
size photograph

1. Name of Post applied.
  2. Job opening number
  3. Name of the Officer
  4. Designation/Rank/organisation with present place of posting.
  5. In the case of officers of deputation with other organization.
    - (a) Name of Parent organization.
    - (b) Name of organization presently employed.
    - (c) Date of deputation
    - (d) Expected date of repatriation to parent cadre/organization.
  6. Date of Birth
  7. Education/Qualification
  8. Date of Joining Police Service
  9. Service/Cadre/Batch
  10. Educational Qualification
  11. Previous UN experience
- Telephone No.
- a. Office
  - b. Residence
  - c. Mobile No
  - d. Fax No.
  - e. E-mail id

I hereby certify that, I fulfill the eligibility requirement notified for the post applied for.

(Signature of the applicant)

# United Nations



*Job Description for Position requiring official secondment from national governments of Member States of the United Nations Organization*

<b>Post title and level</b>	<b>Deputy Police Commissioner, D-1</b>
<b>Organizational Unit</b>	<b>United Nations Mission in Liberia</b>
<b>Duty Station</b>	<b>Monrovia</b>
<b>Reporting to</b>	<b>Police Commissioner</b>
<b>Duration</b>	<b>12 Month (extendible)</b>
<b>Deadline for applications</b>	<b>31 March 2016</b>
<b>Job Opening number</b>	<b>DPKO -UNMIL-49154-2016</b>

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

## **RESPONSIBILITIES:**

In compliance with the mission mandate and under the supervision and substantive guidance of the Police Commissioner (PC), the Deputy Police Commissioner will be responsible for the operational and managerial oversight of the UN Police component's activities related to the Mission mandate implementation, he/she deputizes for and assumes command in the absence of the Commissioner. In addition, he/she carries out special assignments as tasked by the Commissioner and also assists the Commissioner in evaluating the performance of senior police personnel in the mission. He/she will :

- Advises the UN Police Commissioner and other UN mission leadership on issues related to the implementation of the mandate of the police component and provide regular reports on key issues and work program implementation;
- Assists the Police Commissioner in his strategic advisory support and assistance to the national host-state police leadership in the development of short-, medium- and long-term plans and programs for the reform and restructuring of the national police, as well as their capacity building;
- Provides advisory support to the host-state police leadership in integrating organizational change and strategic reform initiatives across all the key areas of police organization, including crime combatting, operations, administration, professional standards, legal, planning and development, training, infrastructure and technical logistical requirements;
- Assists the Police Commissioner in managing, controlling and directing the UN Police component, as well as assigning specific duties to the UN Police Officers deployed to the mission;
- Provides support to the Police Commissioner on the general management of human, material and financial resources, welfare and general personnel administration, policy issues and procedures relating to the headquarters and field offices of the UN Police component;
- Provides an oversight and coordination of all UN Police operational activities within the framework of Mission mandate, including individual police officers and formed police units (where applicable).
- Ensures timely preparation of monthly, bi-annual and annual progress reports of the police component and follow-up on recommendations;



- Provides a direct oversight of all subordinate units within the infrastructure of UN Police component as may be assigned by the Police Commissioner.
- Contributes to the development and monitoring the implementation of Mission Implementation Plan, UN Police CONOPs, SOPs, Guidelines and Policies and ensure that activities of the UN Police are directed towards the achievement of the overall goal of the mission;
- Assists the PC in coordinating, liaising and forging effective and efficient relationships with key partners, including members of the UNCT, international community, donor community and civil society to build consensus and strengthen efforts on the reform and development of the host-state police and other law enforcement and security agencies as required by the mission mandate;
- Ensures close liaison with the UN Military component, Mission DSS officials and relevant host state national agencies in regards to the safety and security of all UN Police deployed to the mission area; oversee the development of evacuation plans for the UN Police personnel and ensure regular exercises in this regard.
- Makes regular visits to the team sites to ensure the professional functioning of the UN Police personnel and observe/monitor the overall progress, welfare and concerns of the UN Police personnel on the ground;
- May act as the interim Police Commissioner in the absence of the Police Commissioner.
- Performs other functions as are consistent with the mandate implementation and as may be required by the UN Police Commissioner.

#### **COMPETENCIES:**

**Professionalism:** Shows pride in work and 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 ensures the equal participation of women and men in all areas of work. In-depth knowledge of police procedures and management; strong organizational skills and a demonstrated ability to establish priorities and to plan, coordinate, and monitor the work of others. Understands theories, concepts and approaches relevant to democratic policing and law enforcement. Possesses ability to apply technical expertise to resolve police related issues and challenges. Strong managerial and analytical skills combined with good judgment.

**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.

**Planning and 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

**Leadership:** Serves as a role model that other people want to follow; empowers others to translate vision into results; is proactive in developing strategies to accomplish objectives; establishes and maintains relationships with a broad range of people to understand needs and gain support; anticipates and resolves conflicts by pursuing mutually agreeable solutions; drives for change and improvements; does not accept the status quo; shows the courage to take unpopular stands.

**Vision:** Identifies strategic issues, opportunities and risks; clearly communicates links between the Organization's strategy and the work unit's goals; generates and communicates broad and compelling organizational direction, inspiring others to pursue that same direction; conveys enthusiasm about future possibilities.

**QUALIFICATIONS:**

**Education:** Advanced university degree (Masters or equivalent) in law, police management, law enforcement, security studies, criminal justice, business or public administration, human resources management, change management, or related area. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree. Advance training for command/senior staff is highly desirable. Graduation from a certified Police Academy or other national or international Law Enforcement Training Institution is required.

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**Rank:** Senior/Chief Superintendent of Police, Deputy/Assistant Police Commissioner, Deputy/Assistant Inspector General, equivalent to Brigade-General in the military or higher rank.

**Language:** Fluency in spoken and written English is required. Knowledge of a second UN language is an advantage.

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Preference will be given to equally qualified women candidates.  
Date of Issuance: 03 Feb 2016

In accordance with the new Policy on Human Rights Screening of UN Personnel, all individuals who seek to serve with the United Nations are requested to make "self-attestation" that s/he has not committed any serious criminal offences and has not been involved in violations of international human rights or international humanitarian law. The exact wording of the self-attestation is outlined in para. 5.2 of the above mentioned Policy. The final decision on the selection of an individual to serve with the United Nations will also be subject to human rights screening.

# INSTRUCTIONS

Please answer each question clearly and completely. TYPE OR PRINT LEGIBLY.  
Read carefully and follow all directions.

UNITED  NATIONS

Do not Write in This Space

## PERSONAL HISTORY

1. Family name		First name		Middle name		Maiden name, if any			
2. Date of (day/month/yr) Birth		3. Place of birth		4. Nationality(ies) at birth		5. Present Nationality(ies)			
6. Sex		7. Height		8. Weight		9. Marital Status:			
		Single <input type="checkbox"/>		Married <input type="checkbox"/>		Separated <input type="checkbox"/>			
		Widow(er) <input type="checkbox"/>		Divorced <input type="checkbox"/>					
10. Entry into United Nations service might require assignment to any area of the world in which the United Nations might have responsibilities.									
(a) Are there any limitations on your ability to perform in your prospective field of work? YES <input type="checkbox"/> NO <input type="checkbox"/>									
(b) Are there any limitations on your ability to engage in all travel? YES <input type="checkbox"/> NO <input type="checkbox"/>									
11. Permanent address				12. Present address		13. Office Telephone No.			
Telephone No. ( )				Telephone/Fax No. ( )		( )			
						14. Office Fax No.			
						( )			
						E-mail:			
15. Do you have any dependent children? YES <input type="checkbox"/> NO <input type="checkbox"/> If the answer is "yes", give the following information:									
Name of Children		Date of Birth (day/mo/year)		Place of Birth		Nationality			
15. (a) Name of Spouse									
16. Have you taken up legal permanent residence status in any country other than that of your nationality? YES <input type="checkbox"/> NO <input type="checkbox"/>									
If answer is "yes", which country?									
17. Have you taken any legal steps towards changing your present nationality? YES <input type="checkbox"/> NO <input type="checkbox"/>									
If answer is "yes", explain fully:									
18. Are any of your relatives employed by a public international organization? YES <input type="checkbox"/> NO <input type="checkbox"/>									
If answer is "yes", give the following information:									
NAME		Relationship		Name of International Organization					
19. What is your preferred field of work?									
20. Would you accept employment for less than six months? YES <input type="checkbox"/> NO <input type="checkbox"/>				21. Have you previously submitted an application for employment and/or undergone any tests with U.N.? YES <input type="checkbox"/> NO <input type="checkbox"/> If so, when?					
22. KNOWLEDGE OF LANGUAGES. What is your mother tongue?									
OTHER LANGUAGES		READ		WRITE		SPEAK		UNDERSTAND	
		Easily	Not Easily	Easily	Not Easily	Fluently	Not Fluently	Easily	Not Easily
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**24. EDUCATION. Give full details - N.B. Please give exact titles of degrees in original language. Please do not translate or equate to other degrees.**

**A. University or equivalent**

NAME, PLACE AND COUNTRY Please give complete address.	ATTENDED FROM/TO		DEGREES and ACADEMIC DISTINCTIONS OBTAINED	MAIN COURSE OF STUDY
	Month/Year	Month/Year		

**B. SCHOOLS OR OTHER FORMAL TRAINING OR EDUCATION FROM AGE 14 (e.g., high school, technical school or apprenticeship)**

NAME, PLACE AND COUNTRY Please give complete address.	TYPE	YEARS ATTENDED		CERTIFICATES OR DIPLOMAS OBTAINED
		FROM	TO	

**25. LIST PROFESSIONAL SOCIETIES AND ACTIVITIES IN CIVIC, PUBLIC OR INTERNATIONAL AFFAIRS**

**26. LIST ANY SIGNIFICANT PUBLICATIONS YOU HAVE WRITTEN (DO NOT ATTACH)**

**27. EMPLOYMENT RECORD: Starting with your present post, list in REVERSE ORDER every employment you have had. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not gainfully employed. If you need more space, attach additional pages of the same size. Give both gross and net salaries per annum for your last or present post.**

**A. PRESENT POST (LAST POST, IF NOT PRESENTLY IN EMPLOYMENT)**

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:		TYPE OF BUSINESS		
ADDRESS OF EMPLOYER:		NAME OF SUPERVISOR		
		NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:		REASON FOR LEAVING
DESCRIPTION OF YOUR DUTIES:				

## B. PREVIOUS POSTS (IN REVERSE ORDER)

FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				
FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				
FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

28. HAVE YOU ANY OBJECTIONS TO OUR MAKING INQUIRIES OF YOUR PRESENT EMPLOYER? YES ☐ NO ☐

29. ARE YOU NOW OR HAVE YOU EVER BEEN A CIVIL SERVANT IN YOUR GOVERNMENT'S EMPLOY? YES ☐ NO ☐  
If answer is "yes", WHEN?

30. REFERENCES: List three persons, not related to you, and are not current United Nations staff members, who are familiar with your character and qualifications.  
*Do not repeat names of supervisors listed under Item 27.*

FULL NAME	FULL ADDRESS	BUSINESS OR OCCUPATION

31. STATE ANY OTHER RELEVANT FACTS. INCLUDE INFORMATION REGARDING ANY RESIDENCE OUTSIDE THE COUNTRY OF YOUR NATIONALITY.

32. HAVE YOU EVER BEEN ARRESTED, INDICTED, OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROCEEDING, OR CONVICTED, FINED OR IMPRISONED FOR THE VIOLATION OF ANY LAW (excluding minor traffic violations)? YES ☐ NO ☐  
If "yes", give full particulars of each case in an attached statement.

33. OTHER AGENCIES OF THE UNITED NATIONS SYSTEM MAY BE INTERESTED IN OUR APPLICANTS. DO YOU HAVE ANY OBJECTION TO YOUR PERSONAL HISTORY FORM BEING MADE AVAILABLE TO THEM? YES ☐ NO ☐

34. I certify that the statements made by me in answer to the foregoing questions are true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Organization renders a staff member of the United Nations liable to termination or dismissal.

DATE (day, month, year) \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

N.B. You will be requested to supply documentary evidence which supports the statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so by the Organization and, in any event, do not submit the original texts of references or testimonials unless they have been obtained for the sole use of the Organization.

# **EMPLOYMENT RECORD - SUPPLEMENTARY SHEET**

(1)

PLEASE LIST, in reverse order, EVERY EMPLOYMENT YOU HAVE HAD. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not gainfully employed. See next page for more blocks.

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

# **EMPLOYMENT RECORD SUPPLEMENTARY SHEET**

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PLEASE LIST, in reverse order, EVERY EMPLOYMENT YOU HAVE HAD. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not gainfully employed.

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				
FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				
FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				
FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

# UNITED NATIONS

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## Employment and Academic Certification

Attachment to Personal History Profile (P11)

TO BE COMPLETED BY CANDIDATE:

### Personal Data:

Family Name:	Given name:	Middle names:	Gender: M/F
e-mail address:			

Position for which you are applying:
(Note: if you are applying for more than one position, please submit separate P11 and P11 attachment for each Job Opening)
Job Opening Number:

### Military Service History/Police Service History

Date of Commission (for military officers) or date of enlistment/entry to service (for police officers):			
Current rank	Date Last Promoted	Date eligible for promotion to next rank	Projected Retirement date from current rank
Branch/Corp/Mustering			
Sub Specialisation/additional qualifications			

### Degrees and Academic Distinctions Obtained:

	NAME of INSTITUTION, PLACE AND COUNTRY. Please give complete address.	ATTENDED:		DEGREES and ACADEMIC DISTINCTIONS OBTAINED
		FROM: Month/Year	TO: Month/Year	
Graduation from the Staff/War College or Police Academy (and/or similar law enforcement institution)				
University Degree/s				



Experience in peacekeeping operations:

Specify UN or other International Experience, starting with your most recent experience and list in reverse order

Dates mm/yy-mm/yy	Mission/ Operation/Location	Position/Title (Milob, HQ Staff, Conitg, Adviser)	Description of duties

Command Experience, starting with your most recent experience and list in reverse order

Dates mm/yy-mm/yy	Unit/Position/Org	Significant Unit Activities

Significant Planning Experience, starting with your most recent experience and list in reverse order

Dates mm/yy-mm/yy	Position/Org	Operation/Activity

(Other) International Exposure other than peace keeping operations, starting with your most recent experience and list in reverse order

Date: mm/yy-mm/yy	Position/Org	Function/Activity

**Military and/or Police Training Courses/Seminars: (last two years)**

Name of Course	Date: mm/yy mm/yy	Institution

Additional Comments:

I certify that the statements made by me in answer to the foregoing questions are complete and correct. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Organization renders a staff member for the United Nations liable ineligible for further consideration.

*I declare that I have never committed, been convicted of and am not currently under investigation or being prosecuted for any criminal, human rights, civil action or disciplinary offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving are not considered minor traffic violations for this purpose). I declare that I have not been involved, by act or omission, in the commission of any violation of international human rights law or international humanitarian law.*

*I am not able to attest to the proceeding paragraphs for the following reasons:*

Date ..... Signature .....

N.B. You will be requested to supply documentary evidence which supports the statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so by the Organization and, in any event, do not submit the original texts of references or testimonials unless they have been obtained for the sole use of the Organization.

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**TO BE COMPLETED BY THE RELEVANT LOCAL AUTHORITY:**

On behalf of ..... I certify that the information provided by .....  
is complete and correct.

*I further certify that the nominated candidate has never been convicted of, or is not currently under investigation or being prosecuted for, any criminal or disciplinary offence, or any violations of international human rights law, civil action or disciplinary offence.*

*The Government of ..... is not aware of any allegations against the nominated candidate that she/he has committed or been involved, by act or omission, in the commission of any acts that may amount to violations of international human rights law or international humanitarian law.*

*In the case of the nominee who has been investigated for, charged with or prosecuted for any criminal offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving are not considered minor traffic violations for this purpose), but was not convicted, the Government is requested to provide information regarding the investigation(s) or prosecutions concerned.*

Date..... Official Stamp .....

