



This project is funded by
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TEAM LEADER

Ref. No: 2023/3

Pristina, 25 April 2023

HOME AFFAIRS PROGRAMME OF EUROPEAN UNION IN KOSOVO

Grant Contract No. IPA/2022/441510

RECRUITMENT OF NATIONAL PROJECT STAFF

Home Affairs Programme of European Union in Kosovo, or HAPE, as is known by its acronyms, is an EU-funded technical assistance project designed to support and assist key Kosovo law-enforcement agencies in particular the Kosovo Ministry of Internal Affairs (MIA), Kosovo Police (KP) and Kosovo Special Prosecution Office (KSPO), in achieving their objectives and bringing their performance closer to EU standards, including gender mainstreaming and human rights. The overall objective of the project is to enhance the alignment of Kosovo home affairs sectors to the European Union standards and best practices.

The Grant Contract No. IPA/2022/441510, for the implementation of HAPE project, was awarded by the European Union Office in Kosovo to the Ministry of Interior of the Republic of Italy, as the lead partner. Ministry of Interior of the Republic of France and Belgian Federal Police are the other two implementing partners of the project. The project started the implementation period on the 1st of March 2023 and is expected to last for 40 months.

HAPE project seeks to recruit individuals to join the project in the following positions:

- National Legal Expert (2 positions)
- National Policy Adviser (1 position)
- Financial Officer (1 position)
- Office and Logistics Manager (1 position)
- IT and Logistic Specialist (1 position)
- Project Assistant/Interpreter (4 positions)
- Project Driver (2 positions)

The successful candidate will be fluent in English and Albanian, and with strong technical skills in their given field. Serbian language for some positions will be mandatory and for some others will be a strong asset. He/she will have excellent interpersonal skills and will be able to



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Home Affairs Programme of European Union in Kosovo
(HAPE).

Drejtoria e Përgjithshme e Policisë së Kosovës
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10000, Pristina, Kosovo



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work effectively on an independent basis as well as part of a team. Previous experience of working with EU-funded projects would be a strong asset.

For additional information and relevant job description please check Kosovo Ministry of Internal Affairs website at:

<https://mpb.rks-gov.net>

and the Kosovo Police website at:

<https://www.kosovopolice.com/>

and the European Union Office in Kosovo website at:

<https://www.eeas.europa.eu/kosovo/>

If you are interested in applying for any of the aforementioned posts, please send your CV in EU pass CV format and motivation letter in English via email in PDF at:

vacancieshape2023@gmail.com

Please quote in the subject line the job title that you are applying for and include your contact details (telephone number and email address) in your CV.

The closing date for receipt of applications is on **Sunday, 14th May 2023, at 23:59 hours** (Pristina time).

The selection procedure

After the expiry of the deadline for applications, a Selection Committee set up for this purpose will review and assess the applications. The Selection Committee will prepare a short-list of candidates who are considered as the most suitable for the post based on a preliminary assessment of the information provided in the cover letter and CV. Evidence on education and professional experience will be required to the short-list candidates. Only shortlisted candidates will be contacted by e-mail/telephone. Applicants should be available for an interview in Pristina, Kosovo during the second half of May 2023. Once the recruitment procedure has been completed HAPE project will inform the short-listed candidates on the result of the procedure (if the candidate has or has not been successful). The possible starting date will be discussed with candidates during the interview and the starting date of successful candidates may vary depending on the starting data of the relevant international expert.



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