**JOB DESCRIPTION (CCP Programme Coordinator)**

**Post : Technical Officer (Compliance/Enforcement)**

**Compliance and Facilitation Directorate**

**Grade : A3**

**Ideal candidate**

The ideal candidate for this position would be a Customs enforcement practitioner who has had operational and representational experience and a strong analytical mind, is politically aware and astute in international maritime and air cargo transport and its associated risks for illicit trade. The candidate is someone who can demonstrate strong networking skills along with extensive policy knowledge and operational experience  
in Customs enforcement matters and related cross-border compliance activities in the field of cargo control, risk management and intelligence. Knowledge of inter-agency, in particular  
of Customs-Police cooperation, is an asset.

The ideal candidate would also bring a strategic and holistic diagnostic perspective coupled with a sound understanding and working knowledge of the instruments and activities undertaken within the Compliance and Enforcement Sub-Directorate of the WCO. It is of utmost importance that the person will have a proven track-record of working with international organizations in order to be able to negotiate with other stakeholders and donors and manage large scale donor funded initiatives/programmes/projects.

**Main functions**

Under direction from the Deputy Director of Compliance and Enforcement a list of key functions and activities are:

* Manage the efficient day-to-day administration of the Container Control Programme associated with enforcement in general, and especially in relation to trend analysis, data collection, risk management and intelligence.
* Manage and further develop the implementation of CCP training activities, based on a sound environmental scan.
* Manage and further develop the WCO CCP team of training experts.
* Manage and negotiate the WCO CCP budget.
* Perform situation - and trend analysis on global security related threats and developments, draft policy and procedural documents and undertake studies and analyses on Customs legislation and best practice, and activities associated with international cross-border compliance and enforcement controls.
* Coordinate and participate in cross-border enforcement operations at international level agreed by Members.
* Prepare working documents and briefs for the Policy Commission and Council and draft documents for Chairpersons and on cross-Directorate matters associated with meetings of technical Committees, and/or prepare reports on those meetings.
* Develop concepts and strategies to deliver training and technical assistance in the area of Customs compliance and enforcement to enhance the operational and intelligence capacity of Members.
* Provide advice for the national level for the implementation of risk management, targeting and intelligence programmes.
* Represent the WCO at meetings with Customs administrations, other international and regional organizations and/or in intergovernmental organizations that have international cross-border compliance/enforcement interests and responsibilities.
* Develop productive working relationships with the private sector, other organizations with observer status at the WCO to ensure that stakeholders’ needs are considered, where necessary, during the development of policy and procedures.
* Oversee and draft briefing notes, scripts for presentations/speeches given by  
  the Secretary General and other senior Secretariat staff.
* Develop materials for, and lecturing at, seminars and training courses supported by  
  the WCO.
* Draft articles for WCO publications and those of other international organizations.
* The person appointed will also be required to perform such other duties as may be assigned and may be subject to reassignment within the WCO Secretariat.

**Qualifications**

* University degree or equivalent combination of professional experience, skills and knowledge relevant to the position.
* Proven experience in Customs enforcement, particularly as regards to Customs controls, risk management and intelligence.
* The candidate should also be in a position to demonstrate extensive experience in cross-border-related law enforcement policy development, trend analysis, operations delivery and training.
* Experience in international co-operation in Customs matters.
* A proven track record from successful donor liaison, coordination and programme/project management.
* Applicants must be proficient in drafting and speaking in at least one of the WCO’s official languages (English and French) and have a good knowledge of the other. Written and spoken knowledge of another language, such as Arabic, Russian  
  or Spanish, would be advantageous.
* The candidate must have good analytical, writing and oral communication skills.
* The candidate must be able to deliver clear and concise presentations in one of  
  the WCO’s official languages both virtually and in person to large and at times  
  high-level audiences.
* Knowledge of Customs Tools such as CLiKC!, CTS, and the Customs Enforcement Network (CEN) are an asset.
* The candidate should have proven leadership skills.
* The candidate should have a good knowledge of computer applications, including data analysis and data visualization tools.
* The candidate must have good interpersonal skills, be prepared to work in a team and have the ability to work successfully in an international environment.
* Be available to travel and conduct missions on behalf of WCO and jointly with other organizations

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**February 2022.**