



VACANCY ANNOUNCEMENT

The African Civil Aviation Commission (AFCAC) wishes to announce, in line with the AFCAC Service Code, that the following vacancies will be available at its Headquarters based in Dakar, Senegal:

- **P/2017/01 Aviation Security & Facilitation Expert**
- **P/2017/02 Environment Expert**
- **P/2017/03 Safety Expert (Airworthiness)**

The Commission encourages all interested persons to forward their applications directly to AFCAC using any of the following:

Email: secretariat@afcac.org

Fax number: + 221 33 820 70 18

Address: Route de l'Aéroport Léopold Sedar Senghor, BP 8898 Dakar, Senegal

The deadline for receiving applications is 26/4/2017.

Please note that:

1. AFCAC may decide at any time not to continue with the recruitment process regarding any of the positions taking into consideration the prevailing circumstances at the relevant time;
2. Applications received after the deadline will not be considered;
3. Applications not submitted in accordance with the indicated format may also be rejected;
4. Applications submitted electronically should be in Word or PDF format;
5. Suitably qualified African women are strongly encouraged to apply;
6. Only applicants who are under serious consideration will be contacted and interviewed;
7. AFCAC will not respond to queries regarding information on the status of the vacancies.

DURATION OF APPOINTMENT:

Appointment will be on a three year fixed-term non-career basis (first year is probationary).

OBLIGATIONS AND PRIVILEGES

AFCAC staff members are international civil servants subject to the authority of the Secretary General and may be assigned to any activity.

AFCAC staff members are expected to conduct themselves in a manner befitting their status as international civil servants.

The Benefits of AFCAC Staff members will be those included in the Seat Agreement between AFCAC and the Host State (Senegal).

CLASSIFICATION OF POSTS AND STAFF

The classification of posts and Staff will be in accordance with the AFCAC Service Code.

SALARIES AND ALLOWANCES

The salaries will be in accordance with the AFCAC Service Code.

The allowances will also be in accordance with the AFCAC Service Code.



VACANCY NOTICE P/2017/01

Position:	Aviation Security & Facilitation Expert
Direct Line supervisor:	Director of Air Transport
Level:	P1
Vacancy Notice:	P/2017/01
Posting Period:	28 February, 2017 – 26 April, 2017
Duration of Appointment:	Three (03) years initially
Duty station:	Dakar, Senegal
Date of entry on duty:	After 31/08/2017

POSITION ASSIGNMENT / ORGANIZATIONAL SETTING

The position is situated in the Air Transport Directorate of AFCAC. AFCAC's activities in the Aviation Security and Facilitation fields aim at the establishment of a strong and sustainable aviation security system in Africa through assisting member States in the timely implementation of the policies, programs, Standards and Recommended practices (SARPs) of the International Civil Aviation Organization (ICAO) related to aviation security. AFCAC ensures the promotion of the interests and needs of member States from its participation in the review and amendments of SARPs, through its membership of the ICAO AVSEC Panel and through its collaborative work with the African Union Commission (AUC), ICAO and other partners in various programs and initiatives in the Region, including the African and Indian Ocean Security and Facilitation Plan (AFI-SECFAL Plan).

The successful candidate will report to the Director of Air Transport with whom he/she will seek guidance on policy, managerial and complex issues while being primarily responsible for collaborating with partners and coordinating assistance programs and initiatives aimed at assisting States in addressing international resolutions and ICAO SARPs on aviation security and the Windhoek Declaration, Targets and the implementation of the plan of aviation security in Africa.

MAIN RESPONSIBILITIES / MAJOR DUTIES AND RESPONSIBILITIES

1. Liaise with States, RECs and Regional and International Organizations in the establishment of a sustainable aviation security system in Africa and work with States and stakeholders to ensure this;
2. Provide expertise on issues of security and facilitation in Africa;
3. Monitor targets and timelines of the Regional Plan and programs, including the implementation activities of the Windhoek Declaration and Targets and the SECFAL Plan, execute tasks allocated to AFCAC thereto, and produce analytical regular reports and recommendations;
4. Coordinate with the ICAO SECFAL Plan Secretariat in the identification of priority assistance projects and capacity building programs aimed at resolving identified deficiencies and address new and emerging aviation security threats;
5. Carry out effective liaison with Partners on the provision of capacity building activities in the region and participate in administrative and logistic arrangements to ensure the success of such training programs;
6. Coordinate the work program of the RASFALG-AFI and its Experts' Team, and manage AFCAC's database on roster of Experts;
7. Carry out effective liaison with States in need of assistance and provide leadership in the management of assistance missions by designated African Experts;
8. Produce correspondences, technical reports, Working/Discussion Papers, accurate information for presentation and review submissions, follow-up on decisions and recommendations of the SECFAL Steering Committee, RASFALG-AFI, etc.
9. Perform any other duties assigned by the Director of Air Transport, for the sustainable development of air transport in Africa.

QUALIFICATIONS REQUIREMENTS

Educational background

Post graduate (qualification) in an aviation discipline, or equivalent academic qualifications in civil aviation with specialization in air transport or aviation security management.

REQUIRED EXPERTISE AND SKILLS / PROFESSIONAL EXPERIENCE AND KNOWLEDGE

Essential

1. At least 10 Years' experience in a security-related field at national or international level, of which at least five years must be in progressively responsible managerial positions related to oversight and/or management of international civil aviation security activities and with experience as a certified USAP-CMA auditor or certified Instructor;
2. Thorough knowledge of ICAO Assembly Resolutions and SARPs of Annexes 9 & 17 and relevant Manuals/Guidance materials;
3. Experience in the development and implementation of assistance projects particularly in aviation security and/or facilitation.
4. Significant experience in drafting, reviewing and developing papers and reports on programs/project activities.
5. Experience in organizing and managing international or regional meetings, including workshops and symposia
6. Good knowledge of AFCAC functions, organizational structure and international and regional activities.

Desirable

1. Familiarity with the role of ICAO and its activities in the field of aviation security as well as the role of other international organizations involved in aviation security.
2. Knowledge of New and Emerging threats and associated challenges facing member States.
3. Experience in the management and development of aviation security projects/programs at national, regional or international levels.

Language skills

- Fluency in at least one of the working languages of AFCAC.
- Knowledge of more than one of the working languages of AFCAC (including English) shall be an added advantage.

Competencies:

1. Judgment/decision-making: Proven ability to take ownership of all responsibilities and honor commitments, exercise mature judgment, recognize key issues and analyze relevant information, make feasible recommendations and take sound decisions.
2. Communication: Ability to write clearly and concisely and present articulate verbal reports.
3. Teamwork: Ability to work with colleagues to achieve the project goals and maintain harmonious working relationships in a multinational environment.
4. Leadership, vision and management of performance: Demonstrated ability to plan and guide the work of a technical team in a multinational environment, identify priorities and adjust them as required.
5. Client Orientation: Ability to establish and maintain partnerships with external collaborators, work and advocate effectively in a consensus-based system and successfully manage and resolve conflict.
6. Commitment to continuous learning: Willingness to keep abreast of new developments in the professional field.
7. Technological awareness: Ability to use contemporary office automation equipment, software, databases.

PERFORMANCE INDICATORS

- Number of initiatives developed and coordinated on AFI SECFAL Plan assistance projects and training activities,
- Effectiveness of coordination with ICAO SECFAL-AFI; RASFALG-AFI and other Partners
- Regularity of progress review, follow up and quality of recommendations on the implementation of the Windhoek Declaration, Targets and Activity Plan on Aviation Security;
- Quality of documentation for AFCAC's representation in Regional and international meetings including the AFI SECFAL Steering Committee (SC), RASFALG-AFI, ICAO Aviation Security Panel and any other body as required.

OPERATIONAL LINKS / FUNCTIONAL LINKS:

- Air Transport Director
- Other AFCAC staff members

EXTERNAL LINKS

- African Union
- African civil aviation organizations
- ICAO
- Various partners, incl. members of AFCAC working/experts' groups, committees and subcommittees



VACANCY NOTICE P/2017/02

Position:	Environment Expert
Direct Line supervisor:	Director of Air Transport
Level:	P1
Vacancy Notice:	P/2017/02
Posting Period:	28 February, 2017 – 26 April, 2017
Duration of Appointment:	Three (03) years initially
Duty station:	Dakar, Senegal
Date of entry on duty:	After 31/08/2017

POSITION ASSIGNMENT / ORGANIZATIONAL SETTING

The position is situated in the Air Transport Directorate of AFCAC. AFCAC's activities in the Environment field aim at assisting member States to limit or reduce the impact of international aviation on noise, local air quality, and the global climate. The environmental responsibilities of AFCAC include facilitation of capacity building and assistance programs for the development and implementation of mitigation measures to achieve the Strategic Objectives of AFCAC on Environment. Such measures include aircraft technology, operational improvements, development and deployment of sustainable alternative fuels for aviation, and the use of market-based measures. Furthermore, AFCAC is responsible for facilitating assistance for the development and implementation of States' Action Plans on CO2 emission reduction activities.

The successful candidate will report to the Director of Air Transport with whom he/she will seek guidance on policy, managerial and complex issues while primarily being responsible for collaborating with partners and coordinating assistance to States in addressing international resolutions and ICAO SARPs on environmental aspects.

MAIN RESPONSIBILITIES / MAJOR DUTIES AND RESPONSIBILITIES

1. Assist States and RECs in the development and administration of Environment policies and procedures and training programs.
2. Assist States in the identification of mitigation measures to reduce CO2 emissions, provide support to States in prioritizing the list of measures and compile report on implementation status associated with remedial and mitigation efforts.
3. Liaise with States, RECs and Regional and International Organizations to support the development and submission of States' Action Plans (applying ICAO related guidance materials, incl. DOC 9988), and regularly report on status of implementation thereto.
4. Collect, compile and analyze data for evaluation and interpretation in the development of recommendations on courses of action taken by States.
5. Closely follow developments and trends related to Environment, in other technical/scientific bodies and international organizations, and keep AFCAC abreast of expected impact to its work programs.
6. Participate in the identification of feasible measures that can be implemented by States to address CO2 emissions and improve fuel efficiency from international civil aviation.
7. Participate with other technical bodies in the estimation of expected results related to those measures and future traffic, emissions, and fuel consumption levels.
8. Identify stakeholders and facilitate regional Seminars, Workshops, etc. aimed at capacity building of member States.
9. Provide expertise in the development of State letters, documentation and presentations on Environment issues and to foster the development of sustainable air transport in Africa.
10. Participate in the consideration of state of interdependence of local air quality and the global climate.
11. Produce analytical regular reports, correspondences, technical reports, Working/Discussion Papers and information for presentation for transmission to States and partners.

12. Perform any other duties assigned by the Director of Air Transport, as required for the sustainable development of air transport in Africa.

QUALIFICATIONS REQUIREMENTS

Educational background

Post graduate (qualification) in an aviation discipline or equivalent academic qualifications in civil aviation with specialization in environmental law, environmental science, or in a related field, is required.

REQUIRED EXPERTISE AND SKILLS / PROFESSIONAL EXPERIENCE AND KNOWLEDGE

Essential

1. At least 10 Years' of extended experience in management positions with responsibilities including, the planning, direction, administration and management of Environment programs within a national/international aviation organization; (in conformity with the approved /prevailing requirement for P-1 level in AFCAC).
2. Good knowledge of ICAO Assembly Resolutions and Standards and Recommended Practices (SARPs) relating to aviation environment protection, Annex 16 and relevant guidance materials, publications, etc.
3. Thorough knowledge of the international Environment policy framework and strategic issues facing international civil aviation and the environment as well as activities of international organizations active in related fields, particularly in respect of climate change;
4. Practical experience with the Action Plan concept from ICAO Doc 9988 "Guidance on the development of State's Action Plans on CO2 Emissions Reduction Activities".
5. Familiarity with the work and relevant legal framework of other international bodies active in the environmental field with relevance to ICAO's work, the UNFCCC, etc.
6. Technical skills to establish a baseline of fuel consumption and CO2 emissions for international aviation of a State; define/estimate projected fuel consumption and CO2 emissions for international aviation of a State; and to understand the best measures for States out of the basket of measures to mitigate CO2 emissions;
7. Good knowledge of AFCAC functions, organizational structure and international and regional activities.

Desirable

1. Familiarity with ICAO Annexes (other than Annex 16) and other relevant documents.
2. Familiarity with aircraft performance, operational procedures and Air Traffic Management such as PBN, CNS/ATM system CCO, CDO, etc., and market-based measures as they relate to environment control.
3. Ability to assess the benefits, costs and risks related to those measures;
4. Familiarity with inventory techniques for aviation emissions and alternative energy sources;
5. Experience in the management of assistance projects/programs and organizing meetings at national, regional or international levels.

Language skills

- Fluency in at least one of the working languages of AFCAC.
- Knowledge of more than one of the working languages of AFCAC (including English) shall be an added advantage.

Competencies:

1. Judgment/decision-making: Proven ability to take ownership of all responsibilities and honor commitments, exercise mature judgment, recognize key issues and analyze relevant information, make feasible recommendations and take sound decisions.
2. Communication: Ability to write clearly and concisely and present articulate verbal reports.
3. Teamwork: Ability to work with colleagues to achieve the project goals and maintain harmonious working relationships in a multinational environment.
4. Leadership, vision and management of performance: Demonstrated ability to plan and guide the work of a technical team in a multinational environment, identify priorities and adjust them as required.

5. Client Orientation: Ability to establish and maintain partnerships with external collaborators, work and advocate effectively in a consensus-based system and successfully manage and resolve conflict.
6. Commitment to continuous learning: Willingness to keep abreast of new developments in the professional field.
7. Technological awareness: Ability to use contemporary office automation equipment, software, databases.

PERFORMANCE INDICATORS

- Number of States assisted in the development of States' Action Plans, and submission of the plans to ICAO and AFCAC;
- Effectiveness of coordination with ICAO and other Partners to support implementation of ICAO Resolutions on Environment in general and particularly the Global Basket of measures (GMBMs);
- Regularity of progress review, follow up and quality of recommendations on the implementation of ICAO SARPs and Regional targets on Environment;
- Quality of Reports and documentation prepared for AFCAC's representation in Regional and international meetings;

OPERATIONAL LINKS / FUNCTIONAL LINKS

- Air Transport Director
- Other AFCAC staff

EXTERNAL LINKS

- African Union
- ICAO
- Various partners, incl. RECs, AFRAA, IATA, EU, etc.



VACANCY NOTICE P/2017/03

Position:	Safety Expert (Airworthiness)
Direct Line supervisor:	Director of Safety and Technical Services
Level:	P1
Vacancy Notice:	P/2017/03
Posting Period:	28 February 2017 – 26 April, 2017
Duration of Appointment:	Three (03) years initially
Duty station:	Dakar, Senegal
Date of entry on duty:	After 31/08/2017

POSITION ASSIGNMENT / ORGANIZATIONAL SETTING

The position is situated in the Directorate Safety and Technical Services of AFCAC. AFCAC's activities in the Aviation Safety fields aim at the establishment of a robust and sustainable aviation safety system in Africa through assisting member States in the timely implementation of the policies, programs, Standards and Recommended practices (SARPs) of the International Civil Aviation Organization (ICAO) related to aviation safety. AFCAC ensures the promotion of the interests and needs of member States from its participation in high level safety and air navigation conferences and through its collaborative work with the African Union Commission (AUC), ICAO and other partners in various programs and initiatives in the Region, including the African and Indian Ocean Comprehensive Implementation Plan for Aviation Safety (AFI Plan) and the Regional Aviation Safety Group for AFI (RASG-AFI) and the AFI Planning and Implementation Regional Group (APIRG).

The successful candidate will report to the Director of Safety and Technical Services with whom he/she will seek guidance on policy, managerial and complex issues while being primarily responsible for collaborating with partners and coordinating assistance programs, trainings and regional safety initiatives aimed at assisting States in addressing international resolutions and ICAO SARPs on aviation safety, the Abuja Safety Targets and the implementation of the AFI Plan.

MAIN RESPONSIBILITIES / MAJOR DUTIES AND RESPONSIBILITIES

1. Liaise with States, RSOOs and Regional and International Organizations in the establishment of a robust and sustainable aviation safety system in Africa and work with States and stakeholders to ensure this;
2. Provide expertise on issues of safety in Africa;
3. Participate in the direction and coordination of the activities of the Directorate of Safety and Technical Services and see to the quality of the documents produced by the latter;
4. Participate in the initiatives for the harmonization of AFCAC member States' Regulations in the field of safety;
5. Assist member States in resolving their deficiencies through a regional approach and maintaining a strong culture in the field of safety;
6. Assist member States and RSOOs to harmonize their rules and regulations in the field of safety;
7. Coordinate on regular basis with AFCAC Focal Points and other relevant Partners on regional initiatives relating to aviation safety;
8. Contribute to taking measures aimed at strengthening African Civil Aviation Training Institutions;

9. Assist member States to comply with ICAO Standards and Recommended Practices (SARPs) in the field of Safety, Air Navigation Services, Airports, and Technical Services;
10. Participate in and/or supervise if need be, Working Groups, Committees and Sub-Committees in the aviation safety field;
11. Participate in developing Working Papers for Plenary Sessions, Technical Committee meetings and any other meetings in which AFCAC participates;
12. Conduct necessary follow up on actions including providing strategic/operational recommendations resulting from the discussion of the papers during Plenary Sessions and Technical Committee meetings;
13. Carry out other related duties, as assigned.

QUALIFICATIONS REQUIREMENTS

Educational background

- Advanced University degree or equivalent academic qualifications.
- Technical qualification in aviation such as Aircraft Maintenance Engineer (AME) and a proven experience in the field.

REQUIRED EXPERTISE AND SKILLS / PROFESSIONAL EXPERIENCE AND KNOWLEDGE

Essential

1. At least 10 Years' experience in the area of safety regulation at national or international level, of which at least five years must be in progressively responsible managerial positions related to oversight and/or management of international civil aviation safety activities;
2. Thorough knowledge of ICAO Assembly Resolutions and ICAO SARPs of Annexes 1, 6 & 8 and relevant Manuals/Guidance materials;
3. Experience in the development and implementation of assistance projects particularly in aviation safety;
4. Significant experience in drafting, reviewing and developing papers and reports on programs/project activities;
5. Experience in organizing and managing international or regional meetings, including workshops and symposia;
6. Good knowledge of AFCAC functions, organizational structure and international and regional activities.

Desirable

1. Confirmed experience in the regular production of quality reports;
2. Experience in the supervision of complex technical studies and reports to be submitted to representative bodies;
3. Good knowledge of air safety activities, including knowledge of international matters and leading international bodies, as well as the works carried out by other relevant international organizations;
4. Thorough knowledge of regional and sub-regional organizations and State groupings relevant for civil aviation matters;
5. In-depth knowledge of the best leadership and management practices in the industry, including change management.

Language Skills

- Fluency in at least one of the working languages of AFCAC.
- Knowledge of more than one of the working languages of AFCAC (including English) shall be an added advantage.

Competencies:

1. Judgment/decision-making: Proven ability to take ownership of all responsibilities and honor commitments, exercise mature judgment, recognize key issues and analyze relevant information, make feasible recommendations and take sound decisions;
2. Communication: Ability to write clearly and concisely and present articulate verbal reports;
3. Teamwork: Ability to work with colleagues to achieve the project goals and maintain harmonious working relationships in a multinational environment;
4. Leadership, vision and management of performance: Demonstrated ability to plan and guide the work of a technical team in a multinational environment, identify priorities and adjust them as required;
5. Client Orientation: Ability to establish and maintain partnerships with external collaborators, work and advocate effectively in a consensus-based system and successfully manage and resolve conflict;
6. Commitment to continuous learning: Willingness to keep abreast of new developments in the professional field;
7. Technological awareness: Ability to use contemporary office automation equipment, software, databases.

PERFORMANCE INDICATORS

- Number of Reports produced
- Number of Technical Staff of the member States trained
- Quality of AFCAC's representation in international meetings
- Number of successfully implemented safety projects
- Capacity building initiatives implemented

OPERATIONAL LINKS / FUNCTIONAL LINKS

- Director of Safety and Technical Services
- Other AFCAC staff

EXTERNAL LINKS

- African Union
- African civil aviation organizations
- ICAO
- Various partners, including Members of Working/Experts' Groups, Committees and Sub-Committees.