



## Job requirement profile for applicants

Swiss Expert Pool for Civilian Peacebuilding (SEP) members are mainly deployed to international organisations. The job requirement profiles are therefore largely based on the specifications of the organisations concerned.

### **Formal requirements**

**Swiss citizenship:** you must be a Swiss citizen (dual citizenship is also possible depending on the country of deployment).

**Age:** 28–65 years as a rule.

**Criminal records extract:** no entries.

**Driving licence:** you must have a category B licence; other categories an advantage.

### **Specialist requirements**

**Education and training:** completed university degree or equivalent qualification in relevant specialist area.

**Professional experience:** at least 3–5 years of relevant professional experience, ideally in an international context.

**Language skills:** excellent command of English (written and spoken); knowledge of at least two official Swiss languages; other languages (Spanish, Arabic, Russian) an advantage.

**Advisory skills:** proven advisory skills.

**Drafting skills:** ability to report and analyse in a precise, structured and comprehensible manner in an official language and in English.

**Digital skills:** confident handling of digital work tools, virtual collaboration and reporting; interest in technological developments, especially AI.

### **Personal qualities**

**Health and resilience:** excellent physical and mental health as well as the ability to work under demanding conditions (e.g. conflict zones or disease-prone areas posing greater health risks).

**Flexibility and adaptability:** willingness to adapt to changing situations, working conditions and cultural contexts.

**Teamwork and intercultural competence:** excellent ability to cooperate in intercultural working environments as well as interest in and respect for other cultures and religions.

**Impartiality and integrity:** strict neutrality and professional, ethical conduct in conflict and crisis contexts.

### **Vacancies**

**Publication:** SEP deployments and new recruits for specific pools (e.g. election observation) are advertised publicly. For current vacancies, go to the SEP website or newsletter: <https://www.eda.admin.ch/eda/en/fdfa/foreign-policy/human-rights/expert-pool/sef-news.html>.

**Unsolicited applications:** unsolicited applications will not be considered.



**Accompanying documents:** complete applications include the following:

- cover letter
- CV in English
- diplomas and work certificates

duly completed SEP personnel form