

Position: Associate Legal Officer	Employment Regime: Seconded/Contracted	Post Category: Management Level ML-3
Ref. number: 530b*	Location: The Hague, the Netherlands	Availability: ASAP
Component/Department/Unit: Specialist Prosecutor's Office/Division of Prosecution and Investigation/ Trial Team Unit (Trial Teams)	Security Clearance Level: EU SECRET or equivalent	Open to Contributing Third States: Yes

Reporting Line:

The Associate Legal Officer reports to the Head of Investigations (Prosecutions) through the Prosecutor.

Main Tasks and Responsibilities:

- To assist in the investigation and prosecution of cases within the mandate of the SPO;
- Under the supervision of Prosecutors, to participate in suspect and witness interviews and preparation of witnesses for trial;
- To participate in field activities, and when required attend crimes scenes and exhumation sites;
- To prepare or assist in the preparation of legal submissions (including indictments, briefs, motions/responses/replies, correspondence, memoranda etc.) in the course of investigations and prosecutions;
- To assist the Prosecutors in fulfilling pre-trial and trial obligations towards the defence;
- To handle a range of issues related to criminal (substantive, procedural and comparative) law regarding investigations and/or prosecutions in consultation with Prosecutors;
- To assist Prosecutors, Analysts and Investigators with pre-trial analysis, legal assessment, witness interviews, and organisation of evidence compiled by investigators and analysts, including the use of sophisticated software automation tools developed for complex litigation;
- To support the Trial Attorney and to assist prosecutors in any resulting prosecutions, if and where required, including during appearances in court, examination and cross-examination of witnesses and presentation of oral arguments in proceedings as appropriate;
- To prepare official reports and Prosecution Investigation Files;
- To undertake legal research and analysis;
- To undertake any other related tasks as requested by the Line Managers.

Essential Qualifications and Experience:

- Successful completion of University studies of at least three (3) years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 6 in the European Qualifications Framework OR a qualification of the first cycle under the framework of qualifications of the European Higher Education Area e.g. Bachelor's degree.

AND

- A minimum of four (4) years of relevant professional experience, after having fulfilled the education requirements.

Specification of Education and Experience

- The above mentioned University degree must be in Law or any other qualifying degree or legal qualification;
- Experience in dealing with complex investigations or prosecutions with a transnational character related to war crimes, organised crime, financial crimes, or trafficking in human beings;
- Professional understanding and experience in research and analytical tools/applications and specialised court management software;

- Ability to work productively in a fast-paced, team-oriented environment and produce accurate work under pressure and in difficult circumstances;
- Ability to establish and maintain effective and constructive working relationships with people of different national and/or cultural backgrounds with respect for diversity;
- Demonstrated gender awareness and sensitivity, ability to promote an inclusive working environment and integrate a gender perspective into tasks and responsibilities.

Desirable

- Experience in the investigation and prosecution/defence of war crimes or organized crime in national jurisdictions, hybrid national/international courts and international tribunals;
- International experience, particularly in crisis areas with multi-national and international organisations;
- Knowledge of the functioning of international criminal courts and tribunals and the EU and in particular CSDP Missions.

Additional information

*This post is exceptionally approved within the limits of the current budget of the Kosovo Specialist Chambers and Specialist Prosecutor's Office. The continuation of this post into the next budgetary period is subject to final confirmation.