**19 June 2025**

**Tbilisi, Georgia**

# **EUROPEAN UNION MONITORING MISSION IN GEORGIA**

**POST VACANCY ADVERTISEMENT**

**(Ref: EUMM/HRS/NAT/2025/006)**

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| **Organizational Unit:** | **EUMM Georgia, Mission Headquarters** |
| **Appointment Date:** | **As soon as possible** |
| **Number of Vacancies:** | **Radio and Communication Technician (GEL AC 02c, AC 03c)** |
| **Deadline for applications:** | **10 July 2025, 17:00** |
| **Process:** | Please send the [Application Form](http://eumm.eu/data/file_db/applications/Application%20Form%20-%20National%20Applicants_21_dec_2012.doc) in English to EUMM, for the attention of Human Resources Office by e-mail to the e-mail account [Human.Resources@eumm.eu](mailto:Human.Resources@eumm.eu).  Applications will **only** be considered on the standard Application Form in MS Word-format and indicating the position the candidate is applying for.  Only applicants meeting the **minimum** eligibility criteria will be considered: successful completion of university studies of at least 3 years attested by a diploma and after having fulfilled the education requirements, a minimum of 4 years of relevant and proven full-time professional experience in the fields of the private and/or public sector.  It is not required at this stage to send copies of qualifications, previous employment contracts, etc.  Applicants will be shortlisted based on their professional qualifications and experience. Those whose qualifications and experience best meet the eligibility criteria will be invited for interview.  Only applicants who are under serious consideration will be contacted. Please do not make any phone calls regarding the job conditions, personal/individual situations, or the selection outcome.  At the end of the selection process, all applicants will receive notification of selection or non-selection.  EUMM Georgia processes personal data pursuant to Regulation (EU) 2018/1725 on the protection of natural persons with regard to the processing of personal data by the EU institutions and bodies and on the free movement of such data, as implemented in accordance with the CivOpsCdr instruction 12-2018 and its subsequent amendment(s) on the SOP on the Protection of personal data for CSDP Missions by the CSDP Missions.  The Privacy statement is available on the EUMM Georgia website <https://eumm.eu/en/useful-links/privacy-statements>. |
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| **Function:** | **Radio and Communication Technician** |
| **Salary Level:** | **As per the EU rules for the Locally Employed Staff of the European Commission Delegation in Georgia.** |
| **Job Description** | 1. **Reporting Line**   The Radio and Communication Technician reports to the Head of Communication and Information Systems (CIS).   1. **Main Tasks and Responsibilities**  * To install, program and maintain of all Radio Equipment (UHF, VHF, HF) in the entire Mission area (including vehicles, base stations, antennae, etc.); * To install and maintain all Radio Repeaters and other IP-based backbone communication equipment in the entire Mission area, to perform regular reviews of the systems and to submit recommendation for improvements; * To install and maintain a vehicle tracking system, based on radio network (VHF and HF) * To troubleshoot general radio network problems, coverage issues, etc. (VHF, UHF, HF) with aim to improve the communication infrastructure and improve communications; * To keep a proper inventory of the communication equipment (radio, satellite, etc.), through periodical inventory and evaluations, to make proposals for hardware upgrades and/or write off for outdated equipment; * To setup and adjust the VSAT, INMARSAT and any other satellite communication and tracking equipment in the Mission area; * To setup and adjust GPS hardware and software in the Mission area, to provide guidance and technical advice to end users; * To troubleshoot and maintain all IP based communication lines / connections, optical fiber, mobile communication systems 3G/4G/5G, etc.) in all mission locations, in close collaboration with the relevant service providers; * To troubleshoot and maintain all internal Data Cabling and Infrastructure in conjunction with CIS Officer / Network administrator; * To assist and support with the IT hardware configuration, deployment, relocation and maintenance in all mission locations, as instructed by Head of CIS. * To assist in designing and deploying training activities including user training programs in support of new technologies and procedures; * To undertake any other related tasks as requested by the Line Manager(s).  1. **Essential Qualifications and Experience**  * Successful completion of university studies of at least 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 * After having fulfilled the education requirements, a minimum of 4 years of relevant and proven full-time professional experience in the private and/or public sector; * Enjoy full civil rights and do not have a criminal record; * Physically fitness to perform the duties relating to the post. Such physical fitness should be attested by a medical certificate; * Valid B category driving license.   **4. Essential Knowledge, Skills and Abilities**   * Fluency in English and Georgian languages (oral and written); * Excellent practical knowledge in tuning and filtering UHF and VHF Repeaters and multiplexers (preferably Motorola systems); * Excellent practical knowledge on HF antennas and on tuning, aligning and maximizing both vehicle-borne and base HF systems (knowledge of CODAN will be a distinct advantage); * Excellent knowledge of the transmission and reception conditions throughout all areas of Georgia in the fields of HF, VHF and UHF communications (including frequency-related issues); * Excellent practical knowledge in setting up various satellite communications devices which are used to transmit and receive data and phone (including GSM) signals; * Good practical knowledge of switching, IP addressing, IP Subnetting and IP routing principles * Good practical knowledge of data systems infrastructure generally (Wired and Optical); * Ability to work outdoors (sometimes under harsh climatic conditions) in order to carry out the tasks assigned; * Experienced user of Microsoft Office (MS Word, Excel, Power Point etc.) and databases; * A self-starter. To have a strong sense of initiative and responsibility; * To deliver work on time and to agreed standards, even under pressure; * To have a strong sense of confidentiality and discretion in dealing with Mission-related matters; * To have integrity, and the ability to adhere to EU fundamental values and standards.   **5. Desirable Qualifications and Experience**   * Professional experience in an International organisation; * Professional qualification in Administration management.   **6. Desirable Knowledge, Skills and Abilities**   * Knowledge of Russian language (oral and written)   Note: This is a contracted position (Function Group II), governed by General service conditions of Local Staff employed by EUMM Georgia, serving in Georgia.  **Gross Salary: 5,649 GEL** per month or higher, depending on the relevant and proven past professional experience of the successful candidate acquired after fulfilment of educational requirements of the post. |

**Jacinta Hogan**

**Head of Human Resources**