



**World Customs Organization**  
**Organisation mondiale des douanes**

**IMPLEMENTATION AND CAPACITY DEVELOPMENT DIRECTORATE**  
**CAPACITY DELIVERY SUB-DIRECTORATE**

**Security Unit**

**Small Arms and Light Weapons (SALW) Project Trainer**

**1. INTRODUCTION**

The World Customs Organization (WCO) is an independent intergovernmental body, established in 1952 as the Customs Co-operation Council (CCC), whose mission is to enhance the effectiveness and efficiency of Customs services across the globe. The WCO represents 187 Customs administrations that collectively process approximately 98% of world trade. As the global centre of Customs expertise, the WCO is the only international organization with competence in Customs matters.

As a forum for dialogue and exchange of experiences between national Customs delegates, the WCO offers its Members a wide range of conventions and other international instruments, as well as technical assistance and training services provided either directly by the Secretariat, or with its participation. The Secretariat also actively supports its Members in their endeavours to modernize and build capacity within their national Customs administrations, as well as fostering international cooperation among them.

**2. PROJECT BACKGROUND**

The WCO SALW European Union – League of Arab States (EU-LAS) Project was initiated in 2019 to provide training to Customs and other Law Enforcement and government agencies in North Africa and the Middle East (League of Arab States members). The WCO delivers this training as part of a consortium with INTERPOL and Small Arms Survey. The first phase of the Project concluded in 2021 and the second in 2024. This third phase started in October 2024 and will conclude at the end of September 2027.

### **3. MAIN OBJECTIVES OF THE PROJECT**

The project in this phase is focused both on the development and updates of tools and instruments, and on the delivery of WCO Member focused capacity building. Specific deliverables include:

- The delivery of up to twelve (12) national small arms and light weapons in-person training events for WCO Member Administrations to strengthen the ability to control the movement of illicit small arms and light weapons at the border;
- Hosting up to six regional one- or two-day online thematic webinars presenting specific topics of high interest to LAS member states;
- The delivery of entry-level training sessions to complete the accreditation process for WCO pre-accredited small arms and light weapons trainers that began in Phase 2;
- Participation in activities led by other implementing partners;
- Upon demand, the use of WCO technical expertise to advise LAS member states on updating their national SALW curricula;
- Collaboration with other stakeholders to allow for WCO trainers and staff to support Customs focused capacity building activities organized by the UN and other international organizations.

### **4. MAIN ACCOUNTABILITIES**

Under the supervision of the SALW Project Coordinator, the SALW Trainer will assist in the achievement of the Project outcomes through:

- Organizing and delivering SALW workshops in the target countries of the League of Arab States member states;
- Producing written tools and updating and researching for further development of SALW Curriculum;
- Mentoring and supporting the SALW accredited expert group;
- Collecting and collating data on project activities to record against project monitoring tools;
- Coordinating with the SALW Project partners (Small Arms Survey, INTERPOL, and League of Arab States);
- Providing technical advice to Customs administrations;
- Utilisation of WCO secure data and communication tools and managing an expert network.

- Representing the WCO at United Nations and other international SALW technical fora; and
- Any other project-related activities as directed by line manager.

## **5. EDUCATION**

- A University level degree in a relevant field or an equivalent combination of education, skills and experience.

## **6. EXPERIENCE AND ESSENTIAL QUALIFICATIONS**

- A minimum of seven (7) years working in Customs or Border Control / Law Enforcement in the area of border security;
- Experience in countering the illicit trafficking of Small Arms and Light Weapons;
- Proven experience in delivering international trainings or workshops for Customs or other law enforcement agencies;
- Experience in training development / course design.

## **7. LANGUAGES**

- Fluency in English.
- Good knowledge of French and/or Arabic would be a strong asset.

## **8. COMPETENCIES**

- Strong written and oral communication skills;
- Ability to work constructively in a small team and in a multinational environment;
- Willingness to travel;
- Excellent organizational skills;
- Ability to work under pressure and adhere to tight deadlines;
- In-depth knowledge of Microsoft Office 365, including SharePoint.

## **9. CONTRACT AND CONDITIONS**

- Staff member under short-term contract until 30 September 2027 with the possibility of renewal based on budget availability and performance;
- Probationary period: six (6) months;
- Full-time employment (thirty-seven (37) hours and forty (40) minutes weekly) at WCO Headquarters in Brussels, Belgium;
- Thirty (30) days of annual paid leave;
- Salary up to 6.000 EUR/month all-inclusive depending on experience and qualifications (remuneration exempted from income tax in Belgium);
- Compulsory WCO health insurance deducted from the salary (approximately 71 EUR/month).

*This position is subject to the Manual for Short-Term Contractors. The successful applicant shall not acquire the right subsequently to occupy a permanent position within the WCO. The successful applicant will not be affiliated to any WCO retirement fund or pension scheme. If a candidate is related to current WCO staff members (spouse, father, mother, son, daughter, brother or sister), they are required to specifically indicate this in the application.*

## **10. APPLICATION AND RECRUITMENT PROCESS**

Interested candidates should submit their application for review no later than **24 June 2026**, including a CV and motivation letter in English. This application should be sent by email to:

[vacancy.salwexpert@wcoomd.org](mailto:vacancy.salwexpert@wcoomd.org)

The subject line of the email sent by each candidate should clearly indicate the project title and job vacancy for which they are applying.

The onus is on the applicant to demonstrate how they meet each of the essential qualifications and requirements. Applicants are encouraged to describe tangible achievements in their CV and motivation letter, as well as to include contact details for referees.

Only short-listed candidates will be contacted for an assessment, which may include a written test and/or an interview. All short-listed candidates may be requested to provide copies of their original diploma, certificates and proof of relevant experience. Pre-selected candidates may also be subject to reference checks to confirm the information provided in their application.

*The evaluation of applicants will be conducted on the basis of the information submitted in the application, according to the criteria for the position and the applicable WCO rules.*

## **11. ADDITIONAL INFORMATION**

The WCO is committed to the principles of integrity, transparency and accountability, as well as to promoting diversity among its staff members. Accordingly, applications from qualified candidates, irrespective of gender, will receive equal treatment and due regard will be paid to the importance of recruiting nationals from WCO Members on as wide a geographical basis as possible. The age limit for employment at the WCO is 65. Please note that the WCO Headquarters building is a non-smoking environment.

Any personal data collected and processed as part of the recruitment procedure will be in accordance with the WCO's Personal Data Protection Policy (available on the WCO website: <https://www.wcoomd.org/en/about-us/legal-instruments/policies.aspx>). Any questions or complaints in this regard may be addressed to the WCO's Data Protection Officer ([dpo@wcoomd.org](mailto:dpo@wcoomd.org)).