

JOB VACANCIES

POSITION	GRADE	DIVISION	VACANCIES
ASSISTANT DIRECTOR	44	DIGITAL STRATEGIC COMMUNICATIONS	3
RESEARCH OFFICER	41	RESEARCH AND PUBLICATIONS	2

Established under the Ministry of Foreign Affairs of Malaysia, the Southeast Asia Regional Centre for Counter-Terrorism (SEARCT) is one of the leading research, analysis and capacity-building centre in the field of security in the region.

1- Assistant Director (Grade 44) (Contract Basis), Digital Strategic Communications Division.

SEARCT intends to appoint **three (3)** highly motivated Assistant Directors in Digital Strategic Communications Division with high analytical skills and strong writing abilities to produce digital counter-narratives products. The officers will be responsible for overseeing community engagement projects and events in addition to research and analysis in relation to preventing and countering violent extremism (P/CVE)

Duties/Areas of Responsibility

Depending on their skill sets, Assistant Directors of Digital Strategic Communications Division will be tasked with the following:

- Conduct research on online messaging by tracking, monitoring, evaluating and collecting related materials for the purpose of developing countering narrative products;
- Study, analyse and evaluate the impact, reach, vector, and significance of the digital end products;
- Plan, develop, produce and deliver a number of products, events and conferences;
- Develop expertise and continuity with external partners and collaborators in relevant research areas; and
- To give presentations, when necessary, in SEARCT's events in and out of Malaysia.

Candidate Specifications

The post is open to Malaysian citizens, with the following qualification/ skills:

- At least 18 years old on the date the advertisement is closed.
- At least a Bachelor (Hons) degree or equivalent. Candidates with majors in Social Sciences **may** be given a priority. Masters or higher degree holders would be preferable;
- Creative, able to work under minimal supervision and dedicated;
- Good communication skills in both Bahasa Malaysia and English; and
- Minimum of 3 years of work experience.

Salary and Benefits

- Contractual position (1 year, renewable); and
- Salary Scheme: Grade 44.

2- Research Officer (Grade 41) (Contract Basis), Research and Publications Division.

SEARCT intends to appoint **two (2)** highly motivated Research Officers in the Research and Publications Division with high analytical skills, and strong writing and research abilities.

Duties/Areas of Responsibility

Officers appointed will be responsible for the following tasks:

- Planning and conducting research, and preparing draft outcomes of research in terrorism, counter-terrorism, and Preventing and Countering Violent Extremism (PCVE) to be published;
 - Drafting a compilation of articles in terrorism, counter-terrorism, and Preventing and Countering Violent Extremism (PCVE) to be published;
 - Organising and conducting awareness programmes on terrorism, counter-terrorism, and Preventing and Countering Violent Extremism (PCVE) in Malaysia;
 - Supervising SEARCT's library services and subscription to online and offline reading material; and
 - Attending and giving presentations on behalf of SEARCT in conferences, workshops, seminars and meetings.
- Other related tasks will be assigned by the Head of Department from time to time.

Candidate Specifications

The post is open to Malaysian citizens, with the following qualification/ skills:

- At least 18 years old on the date the advertisement is closed.
- At least a Bachelor (Hons) degree or equivalent. Candidates with majors in International Relations, International Security or Political Science **may** be given a priority. Masters or higher degree holders would be preferable.
- Creative, able to work under minimal supervision and dedicated.
- Good communication skills in both Bahasa Malaysia and English; and
- Practical experience in research and analysis, is an advantage.

Salary and Benefits

- Contractual position (1 year, renewable); and
- Salary Scheme: Grade 41.

Opportunities

- To represent SEARCT in meetings, courses, and workshops relevant to counter-terrorism on the national, regional and international level.
- To conduct research in terrorism, counter-terrorism and other related fields.
- To be part of a unique team of experts in the field of counter-terrorism.
- To network with experts from all around the world.

Interested candidates are invited to submit their applications with a detailed Curriculum Vitae specifying qualifications, experience and contact experience. Please also do enclose copies of academic certificates and identification card and email them to career@searct.gov.my or mail them to:

DIRECTOR GENERAL

Southeast Asia Regional Centre for Counter-Terrorism (SEARCT)

Ministry of Foreign Affairs

No. 516, Persiaran Tuanku Ja'afar, Bukit Persekutuan, 50480 Kuala Lumpur

Closing date: 31 May 2020 (Sunday). Only shortlisted candidates will be notified.

Please ensure the position applied being stated in the application.