

**VACANCY NOTICE**

**SECONDED NATIONAL EXPERT TO THE EUROPEAN COMMISSION**

|  |  |
| --- | --- |
| **Post identification:**  (DG-DIR-UNIT) | DG GROW D1 |
| **Head of Unit:**  **Email address: Telephone:**  **Number of available posts: Suggested taking up duty: Suggested initial duration: Place of secondment:** | Henning Ehrenstein [henning.ehrenstein@ec.europa.eu](mailto:henning.ehrenstein@ec.europa.eu)  +32 229 80393  1  **Fourth quarter 2023 1**  **2 year(s)1**   **Brussels**  **Luxemburg**  **Other: ……………..** |
| **** **With allowances**  **Cost-free** |
| **This vacancy notice is also open to**   * **the following EFTA countries :**   + **Iceland ** **Liechtenstein ** **Norway ** **Switzerland**   + **EFTA-EEA In-Kind agreement (Iceland, Liechtenstein, Norway)** * **the following third countries:** * **the following intergovernmental organisations:** | |

1. **Nature of the tasks**

We are the 'Skills, Services and Professions' Unit of DG GROW, responsible for developing EU policy on the services single market. Our goal is to create favorable conditions for businesses to provide services in another EU Member State and ensure that citizens seeking to work in a regulated profession in another Member State can have their professional qualifications recognized. As we move towards a green and digital economy, we assist businesses in upskilling and reskilling their workers to meet the challenges of these transitions. Our mission is at the heart of the EU single market project - to create new opportunities for citizens and companies in Europe.

We propose a position as legal officer / policy officer working with our professions and services teams.

The professions team is in charge of developing policy for the recognition of professional qualifications across EU Member States, enabling citizens to work in other parts of the Union and companies to fill skills gaps. The work of the team has a real impact on citizens, making their legal right to work in other parts of the Union a practical reality. It moreover contributes to filling skills gaps in the economy by improving the mobility of qualified professionals. Our dynamic professions team at present consists of 5 lawyers. As part of the team, the successful candidate would contribute to the development and implementation of policies and legislation in the areas of the regulation of professions and mutual recognition of professional qualifications.

The services team is in charge of the development and implementation of the Commission's policy agenda for deepening the single market for services and the contribution of services to the competitiveness and resilience of the EU economy and its green and digital transition. Our services team at present consists of two lawyers and one economist. As part of the team, the successful candidate would contribute to the development and implementation of policies and possibly legislation in the field of services.

1. **Main qualifications**

# Eligibility criteria

1 These mentions are given on an indicative basis only (Art.4 of the SNE Decision).

The following eligibility criteria must be fulfilled by the candidate in order to be seconded to the Commission. Consequently, the candidate who does not fulfil all of these criteria will be automatically eliminated from the selection process.

* + - Professional experience: at least three years of professional experience in administrative, legal, scientific, technical, advisory or supervisory functions which are equivalent to those of function group AD;
    - Seniority: candidates must have at least one year seniority with their employer, that means having worked for an eligible employer as described in Art. 1 of the SNE decision on a permanent or contract basis for at least one year before the secondment;
    - Linguistic skills: thorough knowledge of one of the EU languages and a satisfactory knowledge of another EU language to the extent necessary for the performance of the duties. SNE from a third country must produce evidence of a thorough knowledge of one EU language necessary for the performance of his duties.

# Selection criteria

Diploma

* university degree or
* professional training or professional experience of an equivalent level in the field(s) : Social sciences, economics or law

Professional experience

Prior professional experience with single market policies and regulation in the administration of a Member State is desirable, in particular in relation to the services single market. A good understanding of the political environment in which EU services policies are pursued as well as an understanding of services markets and their functioning are key advantages. Experience in working with the EU institutions and processes is an asset.

Language(s) necessary for the performance of duties

English plus at least one other EU official language (French an asset)

1. **Submission of applications and selection procedure**

Candidates should send their application according to the **Europass CV format** (<http://europass.cedefop.europa.eu/en/documents/curriculum-vitae>) in English, French or German **only to the Permanent Representation / Diplomatic Mission to the EU of their country**, which will forward it to the competent services of the Commission within the deadline fixed by the latter. The CV must mention the date of birth and the nationality of the candidate. **Not respecting this procedure or deadlines will automatically invalidate the application.**

Candidates are asked not to add any other documents (such as copy of passport, copy of degrees or certificate of professional experience, etc.). If necessary, these will be requested at a later stage.

Candidates will be informed of the follow-up of their application by the unit concerned.

1. **Conditions of the secondment**

The secondment will be governed by the **Commission Decision C(2008)6866 of 12/11/2008** laying down rules on the secondment to the Commission of national experts and national experts in professional training (SNE Decision).

The SNE will remain employed and remunerated by his/her employer during the secondment. He/she will equally remain covered by the national social security system.

Unless for cost-free SNE, allowances may be granted by the Commission to SNE fulfilling the conditions provided for in Art. 17 of the SNE decision.

During the secondment, SNE are subject to confidentiality, loyalty and absence of conflict of interest obligations, as provided for in Art. 6 and 7 of the SNE Decision.

If any document is inexact, incomplete or missing, the application may be cancelled.

Staff posted in a **European Union Delegation** are required to have a security clearance (up to SECRET UE/EU SECRET level according to Commission Decision (EU, Euratom) 2015/444 of 13 March 2015, OJ L 72, 17.03.2015, p. 53).

The selected candidate has the obligation to launch the vetting procedure before getting the secondment confirmation.

1. **Processing of personal data**

The selection, secondment and termination of the secondment of a national expert requires the Commission (the competent services of DG HR, DG BUDG, PMO and the DG concerned) to process personal data concerning the person to be seconded, under the responsibility of the Head of Unit of DG HR.DDG.B4. The data processing is subject to the SNE Decision as well as the Regulation (EU) 2018/1725.

Data is kept by the competent services for 10 years after the secondment (2 years for not selected or not seconded experts).

You have specific rights as a ‘data subject’ under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725, in particular the right to access, rectify or erase your personal data and the right to restrict the processing of your personal data. Where applicable, you also have the right to object to the processing or the right to data portability.

You can exercise your rights by contacting the Data Controller, or in case of conflict the Data Protection Officer. If necessary, you can also address the European Data Protection Supervisor. Their contact information is given below.

# Contact information

* **The Data Controller**

If you would like to exercise your rights under Regulation (EU) 2018/1725, or if you have comments, questions or concerns, or if you would like to submit a complaint regarding the collection and use of your personal data, please feel free to contact the Data Controller, HR.DDG.B.4, [HR-MAIL-](mailto:HR-MAIL-B4@ec.europa.eu) [B4@ec.europa.eu.](mailto:HR-MAIL-B4@ec.europa.eu)

# The Data Protection Officer (DPO) of the Commission

You may contact the Data Protection Officer ([DATA-PROTECTION-OFFICER@ec.europa.eu](mailto:DATA-PROTECTION-OFFICER@ec.europa.eu)) with regard to issues related to the processing of your personal data under Regulation (EU) 2018/1725.

# The European Data Protection Supervisor (EDPS)

You have the right to have recourse (i.e. you can lodge a complaint) to the European Data Protection Supervisor ([edps@edps.europa.eu](mailto:edps@edps.europa.eu)) if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data by the Data Controller.

To the attention of candidates from third countries: your personal data can be used for necessary checks.