



NOTICE OF VACANCY

SECONDED NATIONAL EXPERTS TO THE EUROPEAN COMMISSION

	Post identification: (DG-DIR-UNIT)	ESTAT-A-3
	Directorate-General: Directorate: Unit: Head of Unit: Telephone:	Eurostat A A3 Claudia JUNKER +352 4301 35774
	Number of available posts: Category: Suggested taking up duty: Suggested initial duration: Place of secondment: Specificities:	1 Administrator (AD) 3 quarter 2017¹ 2 year(s)¹ <input type="checkbox"/> Brussels <input checked="" type="checkbox"/> Luxembourg <input type="checkbox"/> Other:
		<input checked="" type="checkbox"/> With allowances <input type="checkbox"/> COST-FREE
		This vacancy notice is also open to <input type="checkbox"/> the following EFTA countries: <input type="checkbox"/> Iceland <input type="checkbox"/> Liechtenstein <input type="checkbox"/> Norway <input type="checkbox"/> Switzerland <input type="checkbox"/> EFTA-EEA In-Kind agreement (Iceland, Liechtenstein, Norway) <input type="checkbox"/> the following third countries: <input type="checkbox"/> the following intergovernmental organisations:

1	Nature of the tasks:
	<p>Under the responsibility of the team leader:</p> <ul style="list-style-type: none"> - act as interface between the assigned beneficiary country in the European neighbourhood and the Commission on statistical issues and cooperation projects; - prepare briefing notes, conclusions and other papers as needed within the framework of negotiating / monitoring the statistical chapters of the Association Agreements (or other political agreements, as appropriate) with the assigned beneficiary country; - support and monitor the development of the statistical system in the assigned beneficiary country through programming and monitoring missions, following global assessments, designing and monitoring Action Plans ; - promote the use of statistics in the assigned beneficiary country; - provide the Commission Directorate General implementing statistical assistance programmes with advice on statistical issues, cooperation matters and funding requests; - contribute to the design of statistical cooperation programmes; - participate in conferences, seminars and workshops in the beneficiary countries and present

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

statistical issues / cooperation matters as requested;

- contribute to the data collection from the beneficiary countries, the updates of the Eurostat website on cooperation and similar matters;

- ensure contacts with other units in Eurostat and Commission representatives in the beneficiary countries.

2 Main qualifications:

a) Eligibility criteria

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

- Professional experience : at least three years' experience in administrative, legal, scientific, technical, advisory or supervisory functions which can be regarded as equivalent to those of function groups AD;
- Seniority : at least one year by your employer, that is having worked for an eligible employer (as described in Art. 1 of the SNE decision) on a permanent or contract basis for at least 12 months before the secondment;
- Linguistic skills: thorough knowledge of one of the EU official languages and a satisfactory knowledge of another EU official language to the extent necessary for the performance of the duties. An SNE from a non-member country must produce evidence of a thorough knowledge of one Community language necessary for the performance of his duties.

b) Selection criteria

- diploma: University diploma in the area of economics or statistics or international relations

- professional experience:

- good knowledge of the main elements of a statistical system and of the statistical developments in the European statistical system
- good knowledge of some statistical areas
- good knowledge of cooperation matters and project management
- diplomatic skills
- very good presentation skills
- ability to work in a team
- ability to think in a wider context

- language(s) necessary for the performance of duties: English, French is an asset

3 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 the applications to the competent services of the Commission within the deadline fixed by the latter. **Not respecting this procedure or deadlines will automatically invalidate the application.**

Candidates are required not to add 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.

4 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). This decision is available on http://ec.europa.eu/civil_service/job/sne/index_en.htm.

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.

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

During the secondment, SNEs 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 secondment may be cancelled.

5 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.B4. The data processing is subject to the SNE Decision as well as the Regulation (EC) No 45/2001 of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data.

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

Data subjects may exercise their right of access to data concerning them and the right to rectify such data by applying to the controller, in accordance with Article 13 of the Regulation on the processing of personal data. The candidate may send complaints to the European Data Protection Supervisor edps@edps.europa.eu.

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

More information is available on http://ec.europa.eu/dgs/personnel_administration/security_en.htm.

Information on data protection for candidates to a JRC post is available on: <http://ec.europa.eu/dgs/jrc/index.cfm?id=6270>.