

**VACANCY NOTICE**

**SECONDED NATIONAL EXPERT TO THE EUROPEAN COMMISSION**

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| **Post identification:**  (DG-DIR-UNIT) | **TRADE-A-3** |
| **Head of Unit:**  **Email address:**  **Telephone:**  **Number of available posts:**  **Suggested taking up duty:**  **Suggested initial duration:**  **Place of secondment:** | **Edouard Bourcieu**  [**edouard.bourcieu@ec.europa.eu**](mailto:edouard.bourcieu@ec.europa.eu)  **+32 229 86099**  1  **3rd quarter 2021 [[1]](#footnote-1)**  **1 year1**  **☒** **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: WTO, World Bank, IMF, UN** | |

**1. Nature of the tasks**

The European Commission's Directorate-General for Trade develops, implements and enforces the EU's trade and investment policy with the objective of asserting the interests of the European Union and its Member States as well as of European citizens, consumers, small, medium and large enterprises.

Trade and investment policy also helps to achieve broader EU objectives on supporting sustainable development, combatting climate change, and strengthening security as well as the EU's position in the world. It does this by acting unilaterally, bilaterally and multilaterally, and stands ready to react swiftly to anti-competitive and trade distorting behaviours through assertive enforcement actions.

The Chief Economist, Trade Analysis and Evaluation Unit contributes to this task by providing policy advice and economic analysis to trade policy makers and negotiators in the DG. To fulfil our role in DG TRADE, we combine in-house policy-focused analytical work, often based on quantitative models, with outsourcing of tasks to researchers and academics. Further information on the work of the Unit can be found [here](https://ec.europa.eu/trade/policy/policy-making/analysis/).

The current post is for an economist with good analytical, policy and communication skills who would, inter alia, (i) provide analytical input to studies carried out internally and externally and (ii) contribute to the economic analysis of the link between internal market policies and EU trade policies. The jobholder would also work to further improve outreach and relations with various stakeholders (other DGs, Member States, European Parliament, etc.).

**2. Main qualifications**

**a) Eligibility criteria**

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.

**b) Selection criteria**

Diploma

- university degree or

- professional training or professional experience of an equivalent level

in the field(s) : economics.

Professional experience

* A good background in economics and policy research, ideally with experience in academia or an international organisation;
* Familiarity with quantitative economic analyses, in particular in an international trade context.
* Excellent oral and written communication skills
* Proven experience of EU trade policy, as well as a wider awareness of the EU economic policies, in particular those related to the Single Market, and/or international relations;
* Good strategic insights, ability to steer and coordinate policy initiatives, experience in providing policy advice to senior policy makers;
* Experience in preparing briefings, notes and speaking points, often at short notice and with tight deadlines, accurately and succinctly in correct English;
* A good sense of initiative, judgement, responsibility and good inter-personal skills.

Language(s) necessary for the performance of duties

Excellent spoken and written English is required. Capacity to communicate effectively in 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 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.

**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).

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.

**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.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-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.

1. These mentions are given on an indicative basis only (Art.4 of the SNE Decision). [↑](#footnote-ref-1)