

**VACANCY NOTICE**

**SECONDED NATIONAL EXPERT TO THE EUROPEAN COMMISSION**

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| **Post identification:**(DG-DIR-UNIT) | **EAC-A-1** |
| **Head of Unit:****Email address:****Telephone:****Number of available posts:****Suggested taking up duty:****Suggested initial duration:****Place of secondment:** | **Gyula Cserey****gyula.cserey@ec.europa.eu****+32 229-91662****1****2nd quarter 2022 [[1]](#footnote-1)****2 years1****☒** **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**

Unit EAC.A1 Strategy & Investments is looking for a Seconded National Expert (SNE) to primarily work on matters related to investment in education in the context of delivering on the European Education Area by 2025, including through implementing specific actions linked to the Expert Group on Quality Investment. The SNE will also contribute to the role of education for the green transition as member of the Education for Climate Coalition team.

Amongst other things and under the supervision of an AD official, she/he will provide expertise and contribute to Commission’s work including through:

- Supporting the development of policies that help boost quality investment in education (systems, teaching and learning, infrastructure), particularly those supported by EU financial instruments, including the Next Generation EU;

- Contributing to analytical assessments of country challenges and national reforms in the context of the relevant European processes, as well as analysing EU and Member States’ investments in education and training.

- Supporting the work on the European Education Area’s contribution to the green transition, with a particular focus on the Education for Climate Coalition;

- Drafting and contributing to briefings and policy documents.

**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) : education, economics, law, social sciences or political sciences.

Professional experience

The successful candidate will be able to research, understand, critically analyse, and present clearly orally as well as in writing socio-economic information in education policy context, sometimes within short deadlines. Proven experience in the area of economics of education, and especially public investment in education and / or social policies (including the use of EU funds) are an asset.

The candidate should have strong motivation and sense of initiative, as well as a good understanding of political and institutional considerations, including insight into EU policy-making in various policy fields. S/he should demonstrate strong communication skills (in writing and oral) especially in managing relations with other Commission services, stakeholders and external experts. S/he should demonstrate a capacity to work autonomously and to take initiative, including representing and defending the team’s position in negotiations with different stakeholders. S/he should demonstrate a keen sense of teamwork and the ability to work under tight deadlines and handle ad hoc assignments.

Language(s) necessary for the performance of duties

Thorough knowledge of one of the official languages of the European Union is required. The majority of the work will be carried out in English, so advanced writing and speaking skills in English are essential. Some knowledge of French and/or German is not required but would be 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.

* **The Data Protection Officer (DPO) of the Commission**

You may contact the Data Protection Officer (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) 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)