



**Council of the European Union**  
General Secretariat

Directorate-General for Organisational Development and Services  
Directorate for Human Resources  
*The Director*

His /Her Excellency the Ambassador  
Permanent Representative of the Member States to the  
European Union

(by e-mail)

Brussels, 31 March 2023

**Subject: Short-term secondment to the General Secretariat of the Council of a cost-free national expert in the field of employment and social policy**

Ref.: SNE/02/2023 (LIFE.4) - 1 post (420632)

Dear Sir or Madam,

Directorate LIFE.4 is responsible for handling legislative proposals and non-legislative initiatives and for advising the Council presidency in the areas of employment and social policy. The Directorate assists the presidency with the preparation of the EPSCO Council (Employment and Social Policy part) which usually takes place four times in a year. In addition, the Directorate follows the work of the International Labour Organisation (ILO). The Directorate is already dealing with the proposal for a directive on platform work, two proposed directives on equality bodies, the revision of regulations on social security coordination and the Horizontal Equal Treatment Directive, the Asbestos Directive, the Chemical Agents Directive and the Regulation on social statistics. The Directorate is expecting a significant increase in its workload in the second part of 2023 and first part of 2024 (end of the 5-year legislative cycle) and is looking to recruit a national expert on cost-free short-term secondment.

The duration of the secondment is 6 months, with the possibility of it being extended to a maximum of one year in total. The expert should be available to take up the post at the General Secretariat of the Council ideally as of June 2023.

The job description, which details the qualifications and experience required, can be found in annex.

The conditions of the secondment are set out in the Council Decision of 23 June 2015 concerning the rules applicable to experts on secondment to the General Secretariat of the Council (Council Decision (EU) 2015/1027, OJ L 163, 30.06.2015, repealing Decision 2007/829/EC). According to Article 2 of this Decision, seconded national experts should be nationals of an EU Member State.

According to Article 6 of the Decision, the expert's employer continues to pay the expert's salary and all social rights, in particular those concerning social security, insurance and pension.

Furthermore, according to Article 24 of this Decision, cost-free short-term secondment must not entail the payment of any allowances or expenses for the GSC except, where appropriate, those set out in Article 29 of the same Decision.

Member States are hereby invited to propose candidates for this post.

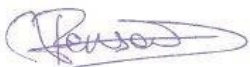
Proposals should indicate the national contact point(s) responsible for each candidate's application. Applications should be accompanied by a curriculum vitae detailing all posts held to date as well as the candidate's education, and by a letter stating the motivation for the application. Only applications in English or French will be accepted.

Replies to this letter should be sent by e-mail, no later than **21 April 2023, 17:00 Brussels' time**, to the following address: [sne.recruitment@consilium.europa.eu](mailto:sne.recruitment@consilium.europa.eu).

The relevant department together with the Human Resources Directorate will examine the applications received, decide which candidates to shortlist, and conduct the interviews. The Appointing Authority will make a decision on the appointment based on the outcome of the selection procedure.

If necessary, further information can be obtained from the General Secretariat of the Council by contacting Paul Reiderman (tel. +32 2 281 8704, [paul.reiderman@consilium.europa.eu](mailto:paul.reiderman@consilium.europa.eu)) or Petra Cerna (tel. +32 2 281 3084, [petra.cerna@consilium.europa.eu](mailto:petra.cerna@consilium.europa.eu)).

Yours sincerely,



**Nathalie Pensaert**

## **Annexes**

Annex 1 - Job description

**Seconded National Expert (SNE) on a cost-free, short-term secondment  
to the General Secretariat of the Council**

**LIFE, Directorate 4 – Employment and Social Policy**

Ref.: SNE/02/2023 (LIFE.4) - 1 post (420632)

**Job description**

**A. Main tasks and responsibilities**

Under the supervision of the Director of LIFE.4, contributing to the work of the General Secretariat of the Council (GSC) on the Employment, Social Policy, Health and Consumer Affairs Council (EPSCO) and following the instructions of the person in charge, the selected candidate will perform the following duties:

- Provide advice, as appropriate, to the President of the European Council and/or members of the Council, the presidencies and the Secretary-General.
- Maintain relations with the relevant services in the European Parliament, the European Commission and the GSC in respect of the ordinary legislative procedure.
- Provide the Council and the presidency with the expertise and assistance necessary for the efficient handling of files subject to the ordinary legislative procedure.
- Provide advice and internal training to team members on policy issues under the remit of LIFE.4, ideally in the area of working time, labour law, the gig economy, social dialogue and collective bargaining.
- Contribute to EU debates and reflections on policy issues, in particular on the changing world of work in the light of the digital transition, including platform work, working time and the gig economy, and on the future of collective labour law.
- Draft substantive papers with policy options under the remit of LIFE.4 including in matters concerning working conditions and collective labour law.

**B. Qualifications and experience**

Candidates must:

- have completed a university education, as evidenced by a diploma, in the area of labour law, or have equivalent professional experience;
- have at least seven years of work experience in fields relevant to the tasks in point A gained in governmental or international organisations in the field of employment and social policy;
- have sectoral expertise in area of labour law, social dialogue and collective bargaining;
- have a clear understanding of the EU institutional set-up;
- have a thorough knowledge of one EU language and a satisfactory knowledge of a second language in order to be able to perform these duties. In practice, in the interests of the service, as drafting, editing and communication skills are especially needed, a thorough written and oral command of English is required. Knowledge of French would be an asset.

### **C. Conditions and skills required**

- the ability to take an analytical and critical approach to complex issues and problems;
- adaptability and autonomy;
- excellent drafting and editing skills with the ability to conduct or assist with preparing complex briefings;
- the ability to work effectively as a team member in a multinational environment and to cooperate with other team members on a daily basis;
- a sense of initiative and good organisational skills;
- discretion;
- the ability to work under time pressure and in difficult circumstances;
- good interpersonal skills and the ability to work with staff at all levels of the organisation.

### **D. General conditions**

Candidates must:

- be nationals of one of the Member States of the European Union and enjoy full rights as a citizen;
- have fulfilled any obligations imposed by the laws concerning military service.

The General Secretariat of the Council applies a diversity and inclusion policy.

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