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| Logo of the European Commission, 12 yellow stars on a blue background arranged in a circle and framed by two light grey graphic elements representing the Berlaymont building, which is the headquarter of the European Commission. | EUROPEAN COMMISSION |

VACANCY NOTICE FOR A POST OF SECONDED NATIONAL EXPERT

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| DG – Directorate – Unit | **RTD- Research & Innovation**  **Dir A – ERA & Innovation**  **Unit A.2 – ERA, Spreading Excellence and Research Careers** |
| Post number in sysper: | 393208 |
| Contact person:  Provisional starting date:  Initial duration:  Place of secondment: | Manuel Aleixo  1st quarter 2024  2 years  Brussels  Luxemburg  Other: Click or tap here to enter text. |
| Type of secondment |  |
| This vacancy notice is open to:    as well as  The following EFTA countries:  Iceland  Liechtenstein  Norway  Switzerland  The following third countries: ….  The following intergovernmental organisations: … | |
| Deadline for applications |  |

**Entity Presentation (We are)**

Unit A2 “ERA, Spreading Excellence and Research Careers” is responsible for:

- coordinating the design and implementation of the ERA policy agenda and managing the ERA governance, which includes the ERA Forum, the ERA monitoring mechanism and the European Research Area and Innovation Committee (ERAC) - as indicated in the Commission communication “A New ERA for Research and Innovation”, the Pact for Research and Innovation in Europe and the Council conclusions on the future governance of the ERA (of November 2021);

- designing and implementing the widening component of Horizon Europe, including the WIDERA programme committee;

- developing policies related to research talents, including research careers and universities.

Unit A2 carries out its activities in close collaboration with all units in Directorate A and other units in DG R&I, as well as with Member States and stakeholders.

**Job Presentation (We propose)**

In the Unit, the seconded national expert will give support for:

- the management of the ERA Forum;

- the implementation of the Pact for Research and Innovation;

- monitoring ERA implementation and developing the ERA monitoring mechanism;

- the preparation of ERAC meetings.

**Jobholder Profile (We look for)**

The seconded national expert should demonstrate a good knowledge of the European Research policies and programmes, with particular reference to the European Research Area, in order to act as an appropriate support for the European Commission and its stakeholders. Experience with European institutions would be a strong asset.

Among other abilities, he/she should be able to handle autonomously the diverse procedures, interact positively with other services and assess the activities implemented in the domains of his/her responsibility.

The seconded national expert must have very good writing and communication skills and be a real team player.

**Eligibility criteria**

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).

Under the terms of the SNE Decision, you need to comply with the following eligibility criteria at **the starting date** of the secondment:

* 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: having worked for at least one full year (12 months) with your current employer on a permanent or contract basis.
* Employer: must be a national, regional or local administration or an intergovernmental public organisation (IGO); exceptionally and following a specific derogation, the Commission may accept applications where your employer is a public sector body (e.g., an agency or regulatory institute), university or independent research institute.
* 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. If you come from a third country, you must produce evidence of a thorough knowledge of the EU language necessary for the performance of his duties.

**Conditions of secondment**

During the full duration of your secondment, you must remain employed and remunerated by your employer and covered by your (national) social security system.

You shall exercise your duties within the Commission under the conditions as set out by aforementioned SNE Decision and be subject to the rules on confidentiality, loyalty and absence of conflict of interest as defined therein.

In case the position is published with allowances, these can only be granted when you fulfil the conditions provided for in Article 17 of the SNE decision.

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](https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32015D0444). It is up to you to launch the vetting procedure before getting the secondment confirmation.

**Submission of applications and selection procedure**

If you are interested, please follow the instructions given by your employer on how to apply.

The European Commission **only accepts applications which have been submitted through the Permanent Representation / Diplomatic Mission to the EU of your country, the EFTA Secretariat or through the channel(s) it has specifically agreed to**. Applications received directly from you or your employer will not be taken into consideration.

You should draft you CV in English, French or German using the **Europass CV format** ([[Create your Europass CV | Europass](https://europa.eu/europass/en/create-europass-cv)](http://europass.cedefop.europa.eu/en/documents/curriculum-vitae)). It must mention your nationality.

Please do not 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.

**Processing of personal data**

The Commission will ensure that candidates’ personal data are processed as required by Regulation (EU) 2018/1725 of the European Parliament and of the Council ([[1]](#footnote-1)). This applies in particular to the confidentiality and security of such data. Before applying, please read the attached privacy statement.

1. () Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L 295, 21.11.2018, p. 39 [↑](#footnote-ref-1)