



## NOTICE OF VACANCY

### SECONDED NATIONAL EXPERTS TO THE EUROPEAN COMMISSION

<b>Post identification:</b> (DG-DIR-UNIT)	<b>REGIO-DGA2-F-4</b>
<b>Directorate-General:</b> <b>Directorate:</b>  <b>Unit:</b> <b>Head of Unit:</b> <b>Telephone:</b>  <b>Number of available posts:</b> <b>Category:</b> <b>Suggested taking up duty:</b> <b>Suggested initial duration:</b> <b>Place of secondment:</b>	<b>DG Regional and Urban Policy</b> <b>F: Closure, Major Projects and Programmes Implementation II</b> <b>F4: Czech Republic and Slovakia</b> <b>Pascal Boijmans</b> <b>+32 229-66620</b>  <b>1</b> <b>Administrator (AD)</b> <b>September 2023<sup>1</sup></b> <b>1 year<sup>1</sup></b> <b>X Brussels</b> <input type="checkbox"/> <b>Luxembourg</b> <input type="checkbox"/> <b>Other: .....</b>
<b>Specificities</b>	<b>X With allowances</b> <input type="checkbox"/> <b>COST-FREE</b>  <b>This vacancy notice is also open to</b> <input type="checkbox"/> <b>the following EFTA countries :</b> <input type="checkbox"/> <b>Iceland</b> <input type="checkbox"/> <b>Liechtenstein</b> <input type="checkbox"/> <b>Norway</b> <input type="checkbox"/> <b>Switzerland</b> <input type="checkbox"/> <b>EFTA-EEA In-Kind agreement</b> <b>(Iceland, Liechtenstein, Norway)</b> <input type="checkbox"/> <b>the following third countries:</b> <input type="checkbox"/> <b>the following intergovernmental organisations:</b>

<b>1</b>	<b>Nature of the tasks:</b>  <p>Unit F4 is looking for a national expert to assist the implementation of CZ and SK programmes supported by European Structural and Investment Funds (ESIF) including policy development and monitoring of programme implementation for the 2021-2027 period.</p> <p>This work will consist of:</p> <ul style="list-style-type: none"> <li>– ensuring correct and consistent application of ESIF regulations, including co-ordination with other units within the DG and the other ESIF DGs;</li> <li>– monitoring of the Cohesion Policy impact in CZ and/or SK;</li> <li>– monitoring and co-ordinating programme implementation issues;</li> <li>– assisting with the closure of the previous programming and preparation for the new one.</li> </ul> <p>The national expert may be called upon to assist with other tasks of the Unit as appropriate, including briefing co-ordination, co-ordination of interruption and suspension procedures, and financial process matters.</p>
----------	--

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

<b>2</b>	<b>Main qualifications:</b>
	<p>a) Eligibility criteria</p> <p>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.</p> <ul style="list-style-type: none"> <li>• 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;</li> <li>• Seniority: at least one year with your employer, that is having worked for an eligible employer (as described in Article 1 of the SNE decision) on a permanent or contract basis for at least 12 months before the secondment;</li> <li>• Linguistic skills: thorough knowledge of CZ or SK and 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 EU language necessary for the performance of his duties.</li> </ul> <p>b) Selection criteria</p> <ul style="list-style-type: none"> <li>– diploma: a university degree in economics, social sciences, law or other relevant subject.</li> <li>– professional experience: at least 5 years' experience of EU cohesion policy, either with programme implementation, or at policy level.</li> <li>– language(s) necessary for the performance of duties: thorough knowledge of either Czech or Slovak. Very good knowledge of English. Knowledge of other languages (notably French) would be an asset.</li> </ul>
<b>3</b>	<b>Submission of applications and selection procedure</b>
	<p>Candidates should send their application according to the <b>Europass CV format</b> (<a href="http://europass.cedefop.europa.eu/en/documents/curriculum-vitae">http://europass.cedefop.europa.eu/en/documents/curriculum-vitae</a>) in English, French or German <b><u>only to the Permanent Representation / Diplomatic Mission to the EU of their country</u></b>, which will forward the applications to the competent services of the Commission within the deadline fixed by the latter. <b>Not respecting this procedure or deadlines will automatically invalidate the application.</b></p> <p><b>Candidates are required not to add other documents</b> (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.</p>
<b>4</b>	<b>Conditions of the secondment</b>
	<p>The secondment will be governed by the <b>Commission Decision C(2008)6866 of 12/11/2008</b> 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 <a href="http://ec.europa.eu/civil_service/job/sne/index_en.htm">http://ec.europa.eu/civil_service/job/sne/index_en.htm</a>.</p> <p>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.</p> <p>Unless for cost-free SNEs, allowances may be granted by the Commission to SNEs fulfilling the</p>

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.

<b>5</b>	<b>Processing of personal data</b>
----------	------------------------------------

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](mailto: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](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>.