VACANCY NOTICE FOR TEMPORARY AGENT SELECTION

Job title (same as on the job description)	**Linguist Agent**
Reference	**DGT/COM/2026/2149**
Application deadline	20.11.2026 - 12.00 (Brussels time)
Directorate-General (full name)	Directorate-General for Translation
Unit	DGT.C.1.ES.2 (Spanish-language unit 2)
Place of assignment	Luxembourg
Grade range	SC1-SC2
Domain	Languages
Contract type	Temporary Agent 2b

About us ("We are")

Unit C.1.ES.2, based in Luxembourg, is one of the two Spanish translation units of the European Commission's Directorate General for Translation (DGT). It is responsible for the translation into Spanish, from all EU official languages, of the documents received from DGs, Commissioners' Cabinets and other services of the European Commission on the main following areas: defence industry and space; education and culture; employment, social affairs and inclusion; energy; health and food safety; internal market, industry, entrepreneurship and SMEs; maritime affairs and fisheries; mobility and transport; regional and urban policy; research and innovation; statistics, and trade. Most source documents are drafted in English and, to a lesser extent, in French. The unit currently consists of 19 translators, 4 assistants, 1 quality officer, 1 language technology coordinator, 1 seconded national expert, and the head of unit.

About the role ("We propose")

The main focus of the job is to provide administrative and technical support for the unit's translation activities and to contribute to its efficient day-to-day operation, in line with DGT policy and the instructions received from the head of unit. This includes handling translation requests and related procedures, supporting the management of outsourced assignments through the appropriate IT tools, and assisting colleagues in the preparation of translations and other language products. The job requires regular communication with colleagues within the unit, other services within DGT, requesters from other Commission departments and, where relevant, external stakeholders. Another important aspect is to provide general support to translators and the language community, as well as to carry out secretarial and organisational tasks necessary for the smooth functioning of the unit.

To support its workflows and linguistic work, DGT uses both off-the-shelf software and bespoke IT platforms. In order to facilitate the integration of newcomers, DGT has a comprehensive training portfolio, particularly in the IT field.

Qualifications, experience and skills ("We look for")

We are looking for a dynamic and motivated candidate, with excellent knowledge of Spanish (spoken and written), very good IT knowledge (and eagerness to learn new IT tools), good communication skills and a service-minded attitude. You will be working as part of a small team of assistants, and in close collaboration with the translators. You should be a committed team player but also able to work autonomously and under pressure when needed. A very good command of English is crucial for professional communication outside the unit, and for efficient use of the IT tools. Knowledge of French would be an asset.

How to express your interest?

You should send your documents in a single pdf in the following order:

1. your CV 2. completed application form.

Please send these documents by the publication deadline to Myriam.GARCIA-DE-LEANIZ-HORTAL@ec.europa.eu indicating the selection reference DGT/COM/2026/2149 in the subject.

No applications will be accepted after the publication deadline.

Eligibility

For eligibility please consult this page with all the information needed.