



MAKE A DIFFERENCE - JOIN THE EUROPEAN COMMISSION

Do you want to help shape the future of the European Union? Make the planet greener, promote a fairer society, or support businesses and innovation across the EU? Then come and work for the European Commission where you can really make a difference!

Commission staff are a diverse group of people, who are motivated to help make Europe – and the world – a better place. They come from the 27 Member States of the European Union. Different nationalities, languages and cultures make the Commission a vibrant and inclusive working place.

WE OFFER ATTRACTIVE WORKING CONDITIONS AND MUCH MORE:

- Interesting and challenging positions with plenty of opportunities for training and acquiring new skills and competencies over your whole career;
- Opportunities to try several areas of work throughout your career;
- Flexible working conditions and the possibility of teleworking – we care about your work-life balance;
- A competitive financial package, including comprehensive sickness, accident and pension schemes;
- Multilingual schools for your kids;
- We are also proud to be an equal opportunity employer and promote diversity and inclusion.

We recruit from a wide range of backgrounds:

We are not only recruiting political scientists and lawyers but also looking for all kinds of profiles, including natural scientists, linguists and economists, as well as drivers and engineers.

For more information ec.europa.eu/work-with-us.



STAFF RECRUITED ON CONTRACTS

In addition to permanent officials, the European Commission often recruits non-permanent staff. There are two categories of non-permanent staff:

- [temporary agents](#) are recruited to fill vacant positions for a set amount of time or to perform highly specialised tasks.
- [contract agents](#) may provide additional capacity in specialised fields where an insufficient number of officials is available or carry out a number of administrative or manual tasks. They are generally recruited for fixed-term contracts (maximum 6 years in any EU Institution), but in some cases they can be offered contracts for an indefinite duration (in offices, agencies, delegations or representations).

For more information on different [staff categories](#).



IT Project Officer

DG DIGIT of the European Commission

Selection reference: DIGIT/COM/2024/31

Domain*: Information Technology

Where: Unit DIGIT.A.4 – “Policy Solutions & Business Automation”, Brussels

Staff category and Function Group: Temporary agent 2b/2d - Administrator

Grade: AD 5-7

Publication deadline: 14/02/2024 - 12.00 (Brussels time)

WE ARE

DIGIT, the Directorate-General for Digital Services, is spearheading the digital transformation of the European Commission to forge a more efficient, agile, and data-driven organization. The goal of DIGIT is to modernize and set a benchmark for efficient administration, ensuring all policy initiatives are digitally integrated from inception, backed by streamlined IT governance, and underpinned by secure, reliable, and eco-friendly IT infrastructure.

In this way, DIGIT positions the Commission as a leader in data-driven, user-centric, and cybersecure operations. DIGIT is instrumental in providing the digital services that enable European institutions to function optimally and support the collaboration of European public administrations. DIGIT delivers business, workplace, infrastructure, and interoperability solutions that are both effective and innovative.

At DIGIT.A.4 our mission is to harness our extensive knowledge and expertise in cross-border, interoperable systems, business processes and workflow automations, reusable solutions, innovative search, mobile and collaboration technologies, modern technologies such as data analytics, AI and ML to drive transformative change within our organization and in Member States' authorities.

WE PROPOSE

Unit A.4 of DIGIT is seeking to hire one IT Project Officer.

Within the DIGIT.A.4, we propose a challenging and rewarding position as an IT Project Officer for BRIS (Business Registers Interconnection System) and BORIS (Beneficial Ownership Registers Interconnection System) projects.

You will be responsible for:

- Serving as the primary point of contact for business owners, managing relationships, and

(Reference: Selection reference **DIGIT/COM/2024/31**)



ensuring their strategic needs are addressed in project deliverables.

- Coordinating and negotiating project plans and change requests, including the scope of development/maintenance, budget, schedule, and priorities, using PM² and Agile methodologies.
- Regular reporting on project status, risks, and progress to the projects' Steering Committees, providing transparency and strategic direction.
- Representing DIGIT in inter-institutional meetings with other Directorates-General and Member States, advocating for project needs and fostering partnerships.
- Managing in-house development teams of external software development experts, organizing, planning, and prioritizing their work to meet project goals.
- Liaising with other DIGIT units or services to ensure a cohesive approach to service delivery and project integration.
- Playing a key role in defining and agreeing on the future architecture of the solutions within projects, ensuring they are sustainable and meet long-term objectives.
- Developing project strategies and plans, defining tasks and deliverables, organizing quality control, identifying risks, and implementing risk-reduction actions.
- Monitoring project progress against resource consumption, taking corrective action when necessary to maintain project health and adherence to plans.
- Ensuring that all project deliverables meet the specified requirements, are delivered on time, within budget, and with the agreed-upon quality.
- Providing effective leadership to project teams, fostering an environment of motivation, and encouraging continuous skill and experience development.
- Assuring contract performance and compliance with reporting procedures in contract-based project implementations.
- Conducting feasibility studies to assess new proposals and potential enhancements to ensure their viability and alignment with project objectives.
- Analysing and evaluating current working procedures, methods, and business processes to identify areas for improvement and increase efficiency.
- Coordinating with IT development teams and experts from the Member State authorities to ensure alignment with project objectives and integration of their solutions with BRIS and BORIS

WE LOOK FOR

We are looking for a seasoned and driven IT Project Manager – at least 5 years of relevant professional experience - with a strong customer orientation and the ability to deeply understand the business needs of the system owners. Exceptional communication and negotiation skills are vital to this role. Familiarity with the Commission's IT governance processes, ITIL, PM2 project management methodology, and Agile software development methodologies is required. Knowledge of Agile (@EC) will be highly valued.

The ideal candidate will exhibit excellent interpersonal skills, be a collaborative team player, demonstrate initiative, and possess outstanding organizational abilities. An open-minded and analytical thinker who believes in lifelong learning is sought for this position.

This job requires the following competencies and skills:

- Exceptional communication skills, coupled with a strong customer orientation.



- Advanced negotiation skills and the ability to influence at all levels.
- Proven experience in project and service management, with the ability to oversee multiple projects simultaneously.
- Expertise in complex problem-solving and analytical thinking.
- Demonstrated leadership with experience in managing diverse teams of skilled professionals.
- Mastery of the Commission's IT governance processes, ITIL, PM² project management methodology, and agile software development methodologies.
- Proficiency in Agile (@EC) is highly desirable.
- Excellent interpersonal skills, a proactive approach, and strong organizational abilities.
- Open-mindedness, an analytical mindset, and a commitment to continuous learning and improvement.
- Fluency in both English and French is mandatory.
- Degree in Computer Science, Information Technology, Business Administration, or a related field.
- Certifications in project management (PM²) or IT service management (ITIL Expert) is a highly desirable asset.
- Experience with EU regulatory frameworks related to business and beneficial ownership registers.
- Practical experience with front-end technologies such as HTML5, CSS3, JavaScript (including frameworks like Angular, React or Vue.js), as well as back-end technologies including Java (J2EE, Spring, Hibernate), and familiarity with cloud-based technologies (AWS, Azure, Google Cloud Platform).
- Experience with RESTful APIs, microservices architectures, containerization (Docker, Kubernetes), and continuous integration/continuous deployment (CI/CD) pipelines is also required.



HOW TO EXPRESS YOUR INTEREST?

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

1. your CV 2. motivation letter 3. duly filled in application form.

Please send these documents by the publication deadline to eric.derruine@ec.europa.eu indicating the selection reference DIGIT/COM/2024/31 in the subject.

No applications will be accepted after the publication deadline.



ANNEX

1. Selection

➤ Am I eligible to apply?

You must meet the following eligibility criteria when you validate your application:

Our rules provide that you can only be recruited as a temporary agent at the European Commission if you:

General criteria:

- Are a citizen of a Member State of the EU and enjoy full rights as a citizen;
- Have fulfilled any obligations imposed by applicable laws concerning military service;
- Are physically fit to perform the duties linked to the post;
- Produce the appropriate character references as to suitability for the performance of the duties.

Qualifications:

In order to be recruited in this position, you must have at least a level of education which corresponds to completed university studies of at least 3 years attested by a diploma.

Only qualifications issued or recognised as equivalent by EU Member State authorities (e.g. by the Ministry of Education) will be accepted. Furthermore, before recruitment, you will be required to provide the documents that corroborate the eligibility criteria (diplomas, certificates and other supporting documents).

Languages:

- have a thorough knowledge (minimum level C1) of one of the 24 official languages of the EU¹
- AND a satisfactory knowledge (minimum level B2) of a second official language of the EU, to the extent necessary for the performance of the duties.

¹ The official languages of the European Union are: BG (Bulgarian), CS (Czech), DA (Danish), DE (German), EL (Greek), EN (English), ES (Spanish), ET (Estonian), FI (Finnish), FR (French), GA (Irish), HR (Croatian), HU (Hungarian), IT (Italian), LT (Lithuanian), LV (Latvian), MT (Maltese), NL (Dutch), PL (Polish), PT (Portuguese), RO (Romanian), SK (Slovak), SL (Slovenian), SV (Swedish).



➤ **What about the selection steps?**

The post was published internally within the Commission, inter-institutionally, and brought to the attention of competition laureates.

In accordance with Article 29 of the Staff Regulations, applications from Commission officials, officials from other Institutions, and laureates of competitions have priority. Only in the case that no suitable candidate can be found from the afore-mentioned categories this vacancy notice is published and is open to other applicants².

The selection panel will choose a limited number of candidates for interview, based on the CV and motivation letter that they submitted. Due to the large volume of applications, we may receive, **only candidates selected for the next step of the selection phase will be notified.**

For operational reasons and in order to complete the selection procedure as quickly as possible in the interest of the candidates and of the institution, the selection procedure will be carried out in English and possibly in a second official language.

2. Recruitment

The candidate selected for recruitment will be requested to supply documentary evidence in support of the statements made in their application.

The successful candidate will be required to undergo a mandatory pre-recruitment medical check-up, carried out by the Commission.

➤ **Type of contract and working conditions**

The place of employment will be in **Brussels**

In case the successful candidate is an external candidate, s/he will be engaged as a **temporary agent under Article 2(b)/2(d) of the [Conditions of Employment of Other Servants](#), in function group AD.**

The recruitment grade, as well as the step in that grade, will be defined on the basis of the duration of the candidates' previous appropriate professional experience, in accordance with [Commission Decision C\(2013\)8970](#) laying down the criteria applicable to classification in step on engagement.

² Officials from the Commission or other Institutions are invited to use the standard channels (Sysper or inter-institutional vacancy portal).



The duration of the **1st contract will be of 1 to 3 years**. The contract might then be extended only once for a maximum of 2 years and in the interest of service. The duration of the extension will be defined according to the General Implementation Rules in force at that moment, in accordance with [Commission Decision C\(2013\)9049](#) on policies for the engagement and use of temporary agents.

All new staff have to successfully complete a 9-month probationary period.

The pay of staff members consists of a basic salary supplemented with specific allowances, including, where applicable, expatriation and family allowances. The provisions guiding the calculation of these allowances can be consulted in the Conditions of Employment of Other Servants. As a member of staff of the European institutions, your pay is subject to a tax raised by those institutions.

The European Commission applies a policy of equal opportunities and non-discrimination in accordance with Article 1d of the Staff Regulations.

Should you need further information on working conditions, please refer to [Working conditions and benefits of EU Careers](#).

For information related to Data Protection, please see the [Specific Privacy Statement](#) under “7. Information to data subjects on their rights”, to find your rights and how to exercise them in addition to the privacy statement, which summarises the processing of your data.