European Commission

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.

Programme Manager – EU policies

DG DIGIT of the European Commission

Selection reference: DIGIT/COM/2024/276
Domain: Information and communication technologies
Where: Unit DIGIT.B2 - „Interoperability and Digital Government", Brussels
Staff category and Function Group: Temporary agent 2b/2d - Administrator
Grade: AD 5-7
Publication deadline: 16.02.2024 - 12.00 (Brussels time)

WE ARE

Unit DIGIT.B2 "Interoperability" designs and implements the EU's policy in the area of digital government/public sector interoperability. Interoperability – the capability of systems and organisations to cooperate across functional, sectoral and physical borders – is an important support function for successful digital transformation. While our focus is on the public sector, we seek also to stimulate innovation through public-private cooperation under the label "GovTech".

Our regulation, the Interoperable Europe Act, aims to strengthen public sector interoperability and will serve as our main policy framework for the years to come. We interact and support Member States (country CIOs and central digital transformation offices), partners at regional and local levels, with international organisations and third countries (UN, OECD, World Bank, Western Balkans) and with private sector players (GovTech SMEs and startups, open-source communities, academia).

The policy work is supported and implemented by a set of more technically oriented actions under the umbrella of the SEMIC action – Semantic Interoperability, which is the home to a community of adopters that share tooling, standards and good practices to promote semantic interoperability.

WE PROPOSE

Unit B2 is seeking to hire one Programme Manager for EU policies.

We propose an exciting job as a **Programme Manager – Policy Officer** responsible for actions to promote semantic interoperability in the context of cross-border exchange of public sector data. In parallel to the creation and usage of data models and linked data methods & tools, Artificial Intelligence – especially Machine Learning (ML) and Natural-Language Processing (NLP) are also leveraged for a stronger cross-border interoperability.

(Reference: Selection reference DIGIT/COM/2024/276)

You will contribute to the development of the various areas where semantic interoperability is a key component, e.g. base registries, catalogues of services, legislations with data collection, data spaces. You will coordinate pilots & studies to support Member States and to accompany the public sector in becoming data-driven.

In particular:

- Ensure that policy priorities are effectively reflected in the work programme of the Digital Europe Programme/Interoperability and other relevant funding programmes: definition, development and implementation of policies and actions, including preparing, launching, and closing contracts, as well as guiding and supervising project consortia and external teams.
- Ensure cooperation with relevant stakeholders.
- Support stakeholders with technical expertise in the field of data modelling, ML, NLP and Linked Data methods and tools for the promotion of semantic interoperability, involving consultancy, onboarding, training & piloting activities.
- Promote our semantic tools and assets in EU policy contexts (e.g. standardisation activities, EDIB, etc….).
- Contribute to the development of the Interoperable Europe Support Centre.
- Write briefings and speeches, contribute to inter-service consultations and consultation groups organised and present at events and workshops.

WE LOOK FOR

We are looking for a Programme Manager – Policy Officer.

The ideal profile for the job would be an enthusiastic candidate with a background in Computer Science or Data Science with excellent presentation, communication and networking skills who can explain the principles of semantic interoperability to a broad audience, including non-technical. Hands-on experience and an existing network within the community of semantic web, linked data, AI, NLP or machine learning, especially in the context of public sector digital transformation, are considered as an important plus.

Other desirable skills and experience – at least 3 years - include in particular:

- Excellent oral and written communication as well as organisational skills, political judgement and very good understanding of the EU's policy priorities in the digital domain as well as EU's decision-making processes;
- Capacity to convene and steer technological experts in the field of data modelling, ML, NLP and Linked Data as well as informing stakeholders with a policy background on the possibilities and challenges of data sharing, automating public services;
- Translation of business requirements (e.g. expressed in UML) into high-level data models and the relevant serialisation formats (e.g. XSD or JSON-LD);

(Reference: Selection reference DIGIT/COM/2024/276)

- Hands-on understanding of thesauri, code lists and taxonomies to derive more value out of semi- and non-structured text;
- A good understanding of the policies in the digital domain and technology – the opportunities and challenges (in particular for public administration);
- Ability to analyse, synthesise and communicate complex concepts and reports for briefings and communication materials aimed at different audiences, and policy messages that are adapted to them;
- Strong interpersonal skills to proactively engage with key interlocutors within DG DIGIT as well as in other services and with external stakeholders.

The successful candidate will be a good team player, proactive, with a strong sense of initiative, who enjoys working with autonomy. The position will also require the flexibility and resilience to work well under time pressure.

Previous experience in digital government, digital and/or internal market policymaking, managing teams and digitalisation projects (procurement or grants) with Member States and at EU level is an asset.

The main language used in the unit is English. A good level of English is required, French is an asset, as are other languages, given our close interaction with Member States.

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 DIGIT-B2@ec.europa.eu indicating the selection reference **COM/2024/276** in the subject.

No applications will be accepted after the publication deadline.

(Reference: Selection reference DIGIT/COM/2024/276)

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 EU[1]
- 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.

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[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).

(Reference: Selection reference DIGIT/COM/2024/276)

> **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 applicants[2].

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.

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

(Reference: Selection reference DIGIT/COM/2024/276)

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.