



## **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](https://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](#).



# Policy Coordinator

## Directorate-General for Energy of the European Commission

**Selection reference:** ENER/COM/2023/3089

**Domain:** European Public Administration – Energy

**Where:** ENER.TF.2 Relations with the Member States and the Energy Community, Brussels

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

**Grade:** AD5-AD7

**Publication deadline:** 23.01.2024 - 12.00 (Brussels time)

### WE ARE

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Within the framework of the Energy Platform Task Force, Task Force 2 (TF2) is the unit reaching out to Member States to coordinate their efforts to diversify energy supplies, reduce their overall reliance on fossil fuels and speed up the clean energy transition. This work is conducted notably via the implementation of the national Recovery and Resilience Plans (RRPs) and the Country Specific Recommendations of the European Semester, that aim to achieve the objectives of the European Green Deal and REPowerEU. The Task Force is also coordinating the Energy Community file within DG ENER and across the Commission.

The work of the unit focuses on the following areas:

- Support the EU Energy Platform, namely the Steering Board and the five Regional Groups' work, by providing in-depth country-specific intelligence with focus on the functioning, structure and developments of the gas markets in the Member States and in the regional setting.
- Development of an in-depth Member States intelligence: by being in contact with Member States on energy policy-related issues and develops analytical and policy tools on country-specific surveillance.
- European Semester: by being responsible for the coordination of activities in ENER relating to the European Semester, identifying and analysing the energy challenges and the actions to address them through the annual "Country Specific Recommendations" (CSRs).
- Recovery and Resilience Plans (RRPs) and REPowerEU chapters: by being responsible for the overall coordination of activities in ENER relating to the Recovery and Resilience Plans. One of the key tasks is the assessment of reforms and investments in the REPowerEU chapters that effectively address the challenges identified in the relevant CSRs.
- Energy Community and Western Balkans: by being responsible for the coordination of the Energy Community file in ENER and across the Commission. Focus of the work is on the implementation of the 2030 energy and climate targets and the electricity package. The work also includes the coordination of bilateral energy relations with the Western Balkans.



## **WE PROPOSE**

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Policy coordinator of the European Semester and the Regional Cooperation work streams. Overall coordination within the unit to support the EU Energy Platform Task Force, including to the Regional Groups, Industry Advisory Group and the Steering Board. Coordination and management of the ENER Country Coordinators network and respective country teams. Assessment and follow up of the national Recovery and Resilience Plans, including the REPowerEU chapters. Prepare briefings and country visits for the hierarchy. Coordinating the ENER country visits of the Director – General and Commissioner. Country Coordinator for two member states.

## **WE LOOK FOR**

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- We are looking for a dynamic, highly motivated and analytically strong EU policy analyst to join our team, ideally with relevant experience in the field of climate and energy policy.
- The ideal candidate should have experience of at least 3 years on the European Semester process and on the Recovery and Resilience Plans, including the REPowerEU chapters.
- The candidate should be flexible and capable of producing high quality work. A sense of initiative and an ability to quickly identify key issues are essential, knowledge of energy policy issues across Member States and experience in negotiations with national authorities would be an advantage.
- Precision, strong quantitative and negotiation skills are important. The post requires strong social skills, team player qualities and coordination abilities.
- Candidates should be able to communicate effectively in writing and orally and present analytical findings to different audiences.
- The working language of the unit is English. Knowledge of other EU language would be a welcome asset.



## **HOW TO EXPRESS YOUR INTEREST?**

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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 [ENER-TF-RECRUITMENTS@ec.europa.eu](mailto:ENER-TF-RECRUITMENTS@ec.europa.eu) indicating the selection reference ENER/COM/2023/3089 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 EU<sup>1</sup>
- 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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<sup>1</sup> 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 applicants<sup>2</sup>.

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



The duration of the **1<sup>st</sup> 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.