



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](#).



Policy Officer

DG ENER of the European Commission

Selection reference: ENER/COM/2024/829

Domain: Science and Research

Where: ENER.D.1.002 – “Euratom Coordination & international relations”, Luxembourg

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

Grade: AD 5-7

Publication deadline: 26.04.2024 - 12.00 (Brussels time)

WE ARE

The Directorate-General for Energy is working to accelerate Europe’s clean and just energy transition to be the first climate-neutral continent by 2050. We set out policies to develop an innovative, resilient, and integrated energy system, which delivers a continuous supply of affordable, secure, reliable, and clean energy to its citizens and businesses in line with the Green Deal.

Within Directorate D ‘Nuclear energy, safety and ITER’, our unit D1 ‘Euratom Policy Coordination’ is responsible for overall coordination of nuclear energy policy and the Euratom Treaty implementation, inter-institutional cooperation, and international outreach.

The unit has 20 staff members and is organised in the following way: a team responsible for internal coordination and relations with other EU institutions; a team responsible for coordination of bilateral and multilateral relations with third countries, stakeholders’, and international organisations; and a legal sector responsible for legal matters under the Euratom Treaty and derived legislation. For all its tasks, the unit closely cooperates with horizontal DG ENER units in Brussels and policy units in Directorate D and E as well as with the Euratom Supply Agency, other Commission services and EU institutions, as well as with international organisations and the EU and third countries’ national authorities.

More specifically, the team responsible for international bilateral and multilateral relations works on nuclear energy policy implementation internationally, focusing on nuclear safety and security of supply aspects. It closely cooperates with international organisations, such as the International Atomic Energy Agency (IAEA) in Vienna and the OECD Nuclear Energy Agency in Paris, as well as third countries that use nuclear energy and have signed nuclear cooperation agreements. The team also provides the secretariat for the Commission’s high-level experts group ‘European Nuclear Safety Regulators Group’ (ENSREG) and ensures its operation.



WE PROPOSE

Unit of DG ENER.D.1 is seeking to hire one Policy Officer dealing with Euratom international relations, collaborating with multilateral organisations, and providing support to the secretariat of the European Nuclear Safety Regulators Group (ENSREG).

As a member of the team, the selected candidate will be involved in the elaboration of external aspects of nuclear energy policy, promotion of Euratom nuclear safety policies in the EU and internationally, and the implementation of nuclear safety projects in third countries. S/he will liaise and manage contacts with a variety of counterparts and stakeholders and will support the organisation of bilateral and multilateral high-level meetings, events, and conferences. S/He will act as a desk officer for EU Member States, candidate and/or third countries on nuclear energy topics and will coordinate the work related to the enlargement and implementation of Euratom nuclear cooperation agreements.

The selected candidate will also support the secretariat of ENSREG, especially in implementing communication and public information tasks. Overall, the work will require regular drafting of various internal policy and communication documents, including briefing notes, and contribution to inter-service consultations. In this position, the selected candidate will closely cooperate with other DG ENER units (TF2, TF3, E1 and the Euratom Supply Agency), Commission services, EEAS, EU Member States nuclear safety authorities as well as other stakeholders.

WE LOOK FOR

We are looking for a responsible and highly motivated person with:

- good understanding of the EU energy policy, and specifically of nuclear energy, safety, radiation protection, waste management and/or safeguards;
- experience in international relations and/or working with high-level experts' group and/or international organisations, coordinating large projects or teams will be an asset;
- good analytical, planning, problem-solving, negotiation and diplomatic skills;
- capacity to work in a team and with a range of interlocutors;
- strong sense of responsibility and high level of resilience;
- good written and oral communication skills;
- a good knowledge of English is required. A good command of French is also an asset.

Security clearance is needed and, as such, the chosen candidate will have to undergo a clearance procedure, unless the candidate already has one.



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 margareta.djordjevic@ec.europa.eu indicating the selection reference ENER/COM/2024/829 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. Candidates are required to undergo a security vetting that is conducted with the national administration of the Member State.

➤ **Type of contract and working conditions**

The place of employment will be in **Luxembourg**.

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.