



## **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 Analyst

## DG for Economic and Financial Affairs (ECFIN) of the European Commission

**Selection reference:** ECFIN/COM/2024/1039

**Domain:** Economics, Finance and Statistics

**Where:** ECFIN.G.1 - „Czech Republic, Poland, Slovakia“, Brussels

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

**Grade:** AD5-AD7

**Publication deadline:** 31.05.2024 - 12.00 (Brussels time)

### WE ARE

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We are a dynamic, high-performance team with the mission to foster sound economic policies in Czechia, Poland and Slovakia. We contribute to the political priorities of the Commission and see the impact of our work in these Member States. Our work supports economic growth, stability, sustainable public finances and help to achieve the broader objectives of the European Union. These include first and foremost the implementation of the Recovery and Resilience Facility, which is at the heart of NextGenerationEU, as well as securing the green and digital transitions, and building a deeper and fairer Economic and Monetary Union.

The unit ECFIN.G.1 has two core tasks: we act in close cooperation with SG RECOVER to support Czechia, Poland and Slovakia in the design and implementation of their national recovery and resilience plans. We monitor, assess and assist these Member States in their progress towards delivering the structural reforms and investments contained in the national plans. Following Russia's unprovoked invasion of Ukraine, the content of our work has adapted to the new geopolitical circumstances, given the high exposure of the countries in our unit to these developments. Moreover, we analyse, monitor and forecast structural, economic and budgetary developments in these Member States and develop policy guidance and recommendations, in the context of the European Semester, the Macroeconomic Imbalances Procedure, and the Stability and Growth Pact.

In carrying out these tasks, the unit also engages in analytical work on policy-relevant economic issues and outreach in terms of publications, seminars, workshops or conferences.

We work closely with the other country- and horizontal Directorates of DG ECFIN, Commission services, national authorities and other EU institutions to carry out our responsibilities. We engage with stakeholders and social partners in the Member States, the European Central Bank (ECB) and key international organisations, in particular the International Monetary Fund (IMF), the Organisation for Economic Co-operation and Development (OECD) and the World Bank.

We pay close attention to flexibility, team spirit and staff well-being. The team is relatively young and often organises social out-of-work activities.



## **WE PROPOSE**

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You will be part of a dynamic team dedicated to analysing structural economic developments and policies in the countries covered by the Unit, with a special focus on the recovery needs and structural reform support instruments in Poland, following the Covid-19 crisis and the impact of Russia's war of aggression. You may also be asked to contribute to the work of the two other countries in the unit. You will contribute to the analysis and operational work to implement the Recovery and Resilience Facility (RRF) as well as the European Semester, focussing on structural reforms.

You will co-operate closely with colleagues of the Directorate-General, both within the Unit/Directorate and with horizontal units. You will also engage with the Secretariat-General and other Commission services, and keep frequent contacts with national authorities and stakeholders, as well as other European and international institutions.

The job offers the opportunity to work on a set of vibrant economies and involves a challenging mix of formulation of policy advice and support to Member States, of economic analyses and EU economic policy coordination. It offers a very good opportunity to get acquainted with the main economic processes at the EU level and, as such, a great potential for professional development. The management will pay particular attention to your learning and development needs and ensure your growth in your role.

## **WE LOOK FOR**

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We are looking for a motivated, high-performing team player with a very good knowledge in the areas of structural reforms. Familiarity with Community policies, especially economic policy coordination processes in the EU will be considered an asset. A background in economics, public or social policies, as well as a good knowledge of the countries in the region would be an asset, too. Given the focus on Poland and the need to analyse structural reforms in this country, Polish language will also be considered an asset. Czech or Slovak language would also be considered an asset given the work of the unit on these two Member States.

You should be able to:

- produce high-quality output within a short period
- analyse developments that focus on structural challenges
- assess developments in structural reforms, public investment and policy actions negotiated with the Member States
- coordinate the process internally and with the SG/Recover Task Force
- participate in missions and country teams activities.

You should have:

- a sense of initiative
- an ability to quickly identify key issues and to provide timely, high-quality contributions, sometimes under tight deadlines
- strong coordination abilities
- strong interpersonal skills, working as a good team player
- the ability to work independently and autonomously

Candidates should be able to communicate effectively, both in writing and verbally, and present analytical findings to different audiences. A very good command of English is required.



## **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 [ECFIN-HR-G1@ec.europa.eu](mailto:ECFIN-HR-G1@ec.europa.eu) indicating the selection reference ECFIN/COM/2024/1039 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.