



## **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](#).



# International Relations Officer

## Directorate-General for “Communications Networks, Content and Technology” (DG CNECT) of the European Commission

**Selection reference:** CNECT/COM/2024/1352

**Domain:** External relations

**Where:** Unit CNECT.D.3 – “Policy Outreach and International Affairs”, Brussels

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

**Grade:** AD5 - 8

**Publication deadline:** 17/07/2024 - 12.00 (Brussels time)

### WE ARE

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DG CNECT develops and implements policies to make Europe fit for the Digital age, to gain leadership and independence in critical digital technologies and to foster the internal market.

Unit CNECT.D.3 is responsible for coordinating the international dimension of DG CNECT's activities. The Unit coordinates the Commission's international position on digital policy matters, on bilateral level with countries and regions outside the Union, and in multilateral and international fora, including on standardisation. The Unit also supports the implementation of the digital priorities of the EU Global Gateway in close cooperation with the EEAS and other Commission services. It organises international negotiations with third countries and international organisations and provides support to the Commissioner and DG CNECT's senior management in their contacts with international partners.

### WE PROPOSE

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We propose a very stimulating job as International Relations Officer in charge of digital policy outreach, with a specific focus on transatlantic relations, on the promotion of secure and resilient connectivity in partner countries and on interinstitutional matters related to international files.

The jobholder will be steering and coordinating international relations in the area of digital policies with the United States, including through the framework of the EU-US Trade and Technology Council, EU-US Cyber Dialogue and other instruments and fora for coordination with US Government agencies and actors. Moreover, the jobholder will steer the inter-service work on advancing secure and resilient connectivity with trusted vendors in third countries. The jobholder will also be the contact point in the Unit on inter-institutional procedures and negotiation strategies vis-a-vis the Council and the European Parliament for the preparation of international agreements and non-binding instruments.



The job involves coordination with policy experts in DG CNECT and other services, with counterparts in the US and other third countries and with a broad range of stakeholders in order to bring forward the EU priorities on external aspects of digital policies, in close coordination with EU Member States, the EU Parliament, EU industry and civil society.

## **WE LOOK FOR**

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We look for a candidate with the following skills and competences:

- 1) Policy analysis and development: the candidate should be able to analyse and monitor political, economic, and social situations, aspects, trends and developments in digital policies in partner countries, especially the US. The candidate should also be able to propose and develop policy initiatives proactively and supporting measures in response to changing circumstances, focusing on maximising the EU's objectives. The candidate should be able to work efficiently and effectively under pressure, delivering quality work within tight deadlines.
- 2) Communication and negotiation: the candidate should be able to draft documents on complex subjects autonomously and clearly. The candidate should be able to gather and synthesise information on important issues, demonstrating a forward-looking approach, initiative, and the ability to negotiate and cooperate effectively with a broad range of colleagues and stakeholders.
- 3) Teamwork and coordination: the candidate should be able to work effectively with colleagues in the Unit and beyond, and collaborate on various tasks and projects. The candidate should be capable of taking a leading role in managing critical files and coordinating activities efficiently within and beyond the Unit – including with external stakeholders – keeping the team on track and meeting deadlines.
- 4) Experience in digital policies: the ideal candidate must have strong interest and substantial proven experience (at least 3 years) in the area of digital policies. Specific experience on secure and resilient connectivity would be a significant asset.
- ) Experience in transatlantic relations: the ideal candidate must have relevant proven work experience (at least 2 years) with cooperation and negotiations towards interlocutors in US government agencies, industry, and civil society.
- 6) Experience in interinstitutional relations: the ideal candidate must have proven experience (at least 2 years) with interinstitutional processes relevant to international instruments.
- 7) Languages: the successful candidate should communicate efficiently and fluently in both written and spoken English, with the ability to interact credibly with various internal and external stakeholders. Other languages will be considered an 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 [cnect-d3@ec.europa.eu](mailto:cnect-d3@ec.europa.eu) indicating the selection reference CNECT/COM/2024/1352 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(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.