



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 – EU policies

DG CNECT of the European Commission

Selection reference: CNECT/COM/2024/1117

Domain: Information Technology

Where: Unit CNECT.A.1. Excellence in artificial intelligence and Robotics - Luxembourg

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

Grade: AD 5-7

Publication deadline: 22/07/2024 - 12.00 (Brussels time)

WE ARE

DG CNECT A1. Our unit mission is to manage research and innovation policy in the areas of robotics and artificial intelligence (AI), coordinating the development of an ecosystem of excellence and placing Europe at the forefront of innovative developments in trustworthy AI. This includes the design and the implementation of the Research, Development and Innovation programmes in AI and robotics in the Horizon Europe and Digital Europe Programmes. Our latest policy contribution is the publication of the communication announcing the 4Bn Euro, AI innovation package to boost EU capacity in Generative AI.

The unit is responsible for the coordination of the Public-Private Partnership in AI, data and robotics for industrial research, and the Partnership on Manufacturing and the Networks of Excellence (excellent universities) implementing foundational research in AI; the unit is also leading the development of an AI-on-demand platform, a one-stop-shop for AI resources, promoting European resources for European users, in particular, SMEs and the Public Administration

WE PROPOSE

We have a very interesting and challenging opening as a Policy Officer for a dynamic and self-motivated person in an exciting, expanding, and fast-moving area, especially in the era of generative AI.

The successful candidate will be expected to contribute to the broad range of activities of the unit. This post is a great opportunity to be involved in these areas of high future impact and significance, and to integrate our very enthusiastic and welcoming team. Candidates should demonstrate their strong potential to contribute to both strategy development and research programme work. The work involves regular contacts with other Commission services and with stakeholders outside the Commission, from the research community, relevant industries, and civil society.



WE LOOK FOR

We are looking for a proactive, highly motivated, and result-driven colleague who has a very strong sense of initiative and an inquiring mind. The ideal candidate should have an interest in and understanding of ICT technologies and market, especially in AI - in particular Generative AI, and robotics, and a keen interest in following their rapid development and the technological and non-technological issues related to this. Technical expertise in generative AI would be an important asset, necessary to define strategies for the funding programmes. The ideal candidate should also understand the associated policy implications and be capable of contributing to policy and programme activities in these areas, therefore solid experience in policy or research programme work would be an asset.

Very good argumentation, drafting, communication and presentation skills in English are required. The successful candidate must be able to work conscientiously both independently and as a member of a team in a constructive spirit of cooperation. Given the visibility of the topics, impeccable judgement in dealing with the issues and in contacts with stakeholders is also essential.

The ideal profile for the job is Scientific/IT/Data science/engineering degree, with preferably some experience with generative AI.

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 CNECT-A1@ec.europa.eu indicating the selection reference CNECT/COM/2024/1117 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.

➤ **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.

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

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



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.