



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](#)



Statistical Assistant

in DG ESTAT of the European Commission

Job title: Statistical Assistant

Domain: European public administration; Human resources; Economics, finance and statistics

Where: Unit ESTAT.C.3 - Statistics for administrative purposes, Luxembourg

Function Group: FG III

Contract Type: CA 3b

Express your interest until: 30.10.2023 - 12.00 (Brussels time)

WE ARE

Unit C3 'Statistics for administrative purposes' is the provider of high-quality statistical services needed to develop, implement and evaluate policies relating to the EU's GNI/VAT own resources and to the remunerations and pensions of EU staff. The subject matter covered by the unit has a direct end-use with potentially high budgetary impact and is politically sensitive. At present Unit C3 comprises 28 persons, split into three teams.

The Remuneration Team currently comprises 7 persons and is the leading provider of high quality statistics to monitor public sector remuneration and its evolution, the spatial purchasing power of international officials, and other related issues. This involves all aspects of the collection, processing, dissemination and analysis of data as well as conceptual and methodological developments. Eurostat chairs an Expert Working Group meeting every year, and works in close collaboration with Member State NSIs and other statistical authorities and a number of partner International Organisations. The legal basis of the work is mainly to be found in the Staff Regulations (Articles 64 & 65, Annex X and XI) and a trilateral Memorandum of Understanding with the UN and the OECD.

The main 'client' for the results are DG HR and DG BUDG. In accordance with the current Staff Regulations the team calculates the annual salary adjustment of all EU officials (permanent and temporary staff) and the correction coefficients for staff working outside headquarters duty stations (Intra-EU and Extra-EU). The team's reports get high attention by internal end-users (including: staff, staff representatives, line management, human resource managers, programme administrators, budgetary authorities, legal services) and also attract interest from external users, including the media and political delegates in Council and Parliament – notably during periodic discussions about EU governance and reform of remuneration policy – and a number of international organisations. Over time, various related uses of the statistics have been developed, including updates of mission expenses, updates of healthcare ceilings, indemnities for mobility programmes, unit personnel costs for budget evaluations, etc. Standard indicators are published on the Eurostat free data website for use by other interested parties.



Further information about the work of the Remuneration Team is available on Eurostat website Dedicated Section pages [Overview - Civil servants remuneration - Eurostat \(europa.eu\)](https://ec.europa.eu/eurostat/tgm/table.do?tab=table&init=1&language=en&plugin=1).

WE PROPOSE

We propose a post for a statistical assistant (one contract agent) to work in the section dealing with the calculation of correction coefficients for the adjustment of staff remuneration in Intra-EU duty stations, and the calculation of joint index of inflation in headquarters duty stations. Under the supervision of the team leader and in collaboration with colleagues, the official would be responsible for a number of interesting tasks initially relating to the calculation of correction coefficients depending on living conditions in different places of employment inside the EU for active staff and different places of residence for retired staff, and to the calculation of the joint Brussels-Luxembourg index of consumer prices, and related tasks.

The successful candidate will manage all production steps from the design of questionnaires, including launch of surveys, liaison with relevant administrations and social partners, collection and processing of microdata, review and validation of the results, integration for the calculation of indicators, database management, through to dissemination of analytical tables and text in Eurostat reports and headline values on the Eurostat website. The job involves a high degree of autonomy and responsibility, together with collaborative team work within and without Eurostat. Occasional participation in fieldwork may be required. There will be opportunities to assist with contract management and legal procedures. Appropriate training opportunities will facilitate evolution in the role. It is expected that that the candidate will contribute to methodological development and specific research. There will be opportunities to collaborate in other work areas

WE LOOK FOR

This is a politically sensitive domain, and can involve the handling of restricted and/or confidential data. Candidates will be expected to demonstrate the highest standards of discretion and competence.

We look for a service-oriented colleague with good organisational skills and team spirit. The ability to work accurately against tight deadlines is important since the policy environment is both dynamic and demanding.

He/she should preferably have a background in economics and/or statistics and/or finance or audit, with an interest in international and national labour market issues. He/she must have at least either a level of post-secondary education attested by a diploma, or a level of secondary education attested by a diploma giving access to post-secondary education, and appropriate professional experience of at least three years. Knowledge of index theory and survey techniques would be an asset, together with prior experience in the domain of price statistics (purchasing power parities, consumer price indices) or social statistics (household income and expenditure). Work experience in an international environment would be an asset. Familiarity with Excel is essential. A methodical



approach with great attention to detail are essential. Communication skills are important. The unit is small; a good team spirit is essential.

Eurostat has been awarded the Balanced Workplace Label and applies a policy of equal opportunities and diversity. Priority will be given to the under-represented gender or nationality in cases of equal merit. Eurostat is committed to offer a work environment that puts a high value on mutual respect.

HOW TO EXPRESS YOUR INTEREST?

With a view to guaranteeing equal access to all, the Commission recruits from an open database of spontaneous applications. The present call for interests aims at helping the recruiters to identify potentially interested candidates within this database.

In practice, to express your interest, please follow the subsequent two steps:

1. If you are not registered yet in the open EPSO database, please do so at the following address: [CAST Permanent](#). Please select under selection procedures for contract agent the CAST permanent profile that best suits your education and experience.
2. 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 ESTAT-HR-APPLICATIONS@ec.europa.eu indicating the call for interest reference ESTAT/COM/2024/CA/174509 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 contract 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 position;
- Produce the appropriate character references as to suitability for the performance of the duties.
- Have passed an EPSO CAST in the relevant Function Group for this position. At the stage of the application, it is sufficient to be registered in the [EPSO CAST](#) data base.

Qualifications:

- (a) Have a level of post-secondary education attested by a diploma OR
- (b) a level of secondary education attested by a diploma giving access to post-secondary education, and appropriate professional experience of at least three years.

Only qualifications issued or recognised as equivalent by EU Member State authorities (e.g. by the Ministry of Education) will be accepted.

Languages:

- have a thorough knowledge (minimum level C1) of one of the 24 official languages of the EU¹
- AND have a satisfactory knowledge (minimum level B2)² 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).

² For details on language levels, please see the Common European Framework of Reference for Languages (<https://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>).



➤ **What about the selection steps?**

The selecting unit chooses from the EPSO database³ candidates with the appropriate profile and invites them to an interview. For the interview a selection panel is set-up to assess the best candidates. Due to the large volume of applications that we may receive only candidates selected for the interview 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 provide documentary evidence in support of the statements made in the database and, where relevant, the call for interest.

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 **Luxembourg**.

The successful candidate will be engaged as a **contract agent under Article 3(b) of the [Conditions of Employment of Other Servants](#), in function group FG III**. General information on Contract Agents can be found at this link.

The grade or proposed grade range, as well as the step in that grade, will be defined on the basis of the candidates' previous professional experience, in accordance with [Commission Decision C\(2017\)6760](#) laying down the criteria applicable to classification in step on engagement.

The duration of the first **contract will be of 1 year**. Subject to the interest of the service, the contract can be extended to a maximum duration of 6 years.

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\(2017\)6760](#) on policies for the engagement and use of contract agents.

All new staff have to successfully complete a 9-month probationary period.

³ Therefore, candidates who did not pass already a CAST on the level Function Group III, should register their profile at this [address](#).



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.