



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](#).



Technician – Project Assistant

DG JRC of the European Commission

Selection reference: JRC/COM/2024/2203

Domain: Electricity and Electronics

Where: Unit JRC.R.I.4 - „Infrastructure Unit“, Ispra

Staff category and Function Group: Temporary agent 2d - Assistant

Grade: AST 1-3

Publication deadline: 22.10.2024 - 12.00 (Brussels time)

WE ARE

As the science and knowledge Directorate-General of the European Commission, the DG Joint Research Centre's (DG JRC) mission is to support EU policies with independent evidence throughout the whole policy cycle. The DG JRC is located on six sites: Brussels (Headquarters - B), Geel (B), Ispra (IT), Karlsruhe (DE), Petten (NL) and Seville (ES).

The current vacancy is in the Infrastructure Unit within the Support Services Directorate of the DG JRC.

The Support Services Directorate ensures the efficient and effective deployment of the resources necessary to support the JRC's activities, in compliance with all applicable rules and regulations and to make the JRC sites safe, secure and attractive working environments by providing efficient customer-driven services to facilitate the current and future scientific activities of the JRC while ensuring that JRC sites act as a good neighbour to their respective communities at large.

The mission of the of the Infrastructure unit is to make the Ispra site a modern, attractive and effective place to work by means of infrastructure services and ensuring the application of the appropriate safety, security and environmental procedures and measures for the Ispra site. Activities comprise building development, integrated site maintenance, energy management and electrical and HVAC systems engineering and maintenance;

WE PROPOSE

A position as project assistant in the electrical grids and electrical systems team. The jobholder will ensure the daily functioning of particularly critical infrastructures at the Ispra site level (e.g. electrical installations, grids), as well as technical, administrative and financial management of contracts necessary to the achievement of the above mentioned activities. As part of these activities, s/he will take care of the different quality systems ISO 9001, 14001, 45001. S/he will also acts as project leader for critical infrastructure projects.

Main tasks will include:

- Coordination and management of projects of technical installations with external contractors.
- Preparation of the technical specifications of contracts related to electrical installations.



- Management of the contracts with external companies and engineering services for the upgrade and the maintenance of electrical installations.
- Technical acceptance of the installation and related statements of accounts.
- Implementation of the best available technologies for management, efficiency and EMAS compliance.

The Directorate strives to build an attractive and stimulation working environment for all our staff where everybody has the opportunity to grow. We are committed to the JRC equal opportunity policy, which aims at reconciling work and private life. To this effect, our staff has access to the European School of Varese, after-school and childcare facilities as well as sports and social facilities including a club house.

WE LOOK FOR

We are looking for a committed candidate having a university degree in electrical systems or equivalent relevant professional experience of at least 3 years.

Relevant experience with MV grids and project management are highly desirable. Knowledge and expertise in the field of building management systems and installation automation would be considered an asset.

Experience in energy efficiency would be appreciated in view of the implementation of the Green Deal. Knowledge of EMAS certification will be considered an asset.

The nature of the duties requires very good command of English as well as very good command of another EU official language. A good level of Italian will be considered an asset (for interaction with external contractors).



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 HR-JRC-OFFICIALS-TEMPORARY-AGENTS-SELECTION@ec.europa.eu indicating the selection reference JRC/COM/2024/2203 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 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.

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.

➤ **Type of contract and working conditions**

The place of employment will be in **Ispra (Italy)**.

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 AST.**

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



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 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.