



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

in DG HOME of the European Commission

Job title: Policy Officer

Domain: Crisis management and Internal security

Where: HOME.01.001 – Migration Management for Greece, Athens

Function Group: FG IV

Contract Type: 3b

Express your interest until: 10/12/2024 at 18.00 (Brussels time)

WE ARE

The mission of the unit “Migration Management coordination” is to coordinate in a durable way all the operations in migration management by DG HOME, including response in crisis management. It oversees the coordination of migration situations in the EU Member States requiring timely and cross-cutting operational and policy response, in close cooperation with the relevant policy, legal and funding units in DG HOME, EU agencies, the Commission and the EEAS. The unit supports the Deputy Director General and Head of the Taskforce Migration Management, and is in charge of coordinating the response to the war in Ukraine and for the implementation of the Pact in Member States within its mandate, i.e. at the Eastern borders of the EU. The unit is spread across several locations, mainly in Brussels (responsible for horizontal coordination), in Greece (responsible for supporting Greece in all areas of migration management) and in Poland.

WE PROPOSE

Unit 01 of DG HOME is seeking to hire a policy officer for its Migration Management sector in Athens, Greece.

The position will consist of a stimulating and dynamic role with a unique combination of operational and policy elements in the field of migration management. The jobholder will be based in Greece and will contribute to monitoring operational aspects and the implementation of EU policies in the area of migration. The role includes providing fast-paced policy advice analysis and coordinating migration management support across areas such as border management, reception conditions, asylum procedures, protection, returns, and integration. The individual will closely cooperate with national authorities, key HOME Affairs EU agencies (EUAA, Europol, Frontex, FRA), other DG HOME units, Commission services, and external stakeholders, including international organizations and civil society. This position offers great visibility within the institution and an opportunity to interact with a wide variety of external stakeholders on sensitive files.



WE LOOK FOR

We are looking for a motivated and talented colleague, result-oriented, proactive, and with a high degree of flexibility to address diverse and rapidly shifting policy and operational issues.

The ideal profile for the job is someone with excellent communication and drafting skills, able to interact with high-level stakeholders in Greece on behalf of the European Commission, and contribute to analysis and reporting on operational, policy, funding, and legal developments on the ground. The candidate will be an excellent team player, willing to take initiative, have a high sense of responsibility, and demonstrate the proven capacity to prioritize work effectively under pressure and tight deadlines. Prior solid experience in migration management is a strong asset, and the ability to build consensus and work with diverse stakeholders on sensitive files is required. The candidate will need to demonstrate relevant legal, financial, policy, or practical expertise and knowledge, as well as the ability to liaise with relevant colleagues in the area of migration management. Proficiency in English is a must, and fluency in Greek is a key asset. The job may require regular missions and providing back-up to colleagues, possibly including those based on the Greek islands.

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 HOME-RECRUITMENT-UNIT-01@ec.europa.eu indicating the call for interest reference **EC-2024-HOME-415524** 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 education which corresponds to completed university studies of at least three 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.

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://europa.eu/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.

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



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 **Athens, Greece**.

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 IV**. 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 one 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.

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.