



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, backgrounds, languages and cultures make the Commission a vibrant and inclusive place to work.

WE OFFER ATTRACTIVE WORKING CONDITIONS AND MUCH MORE:

- Interesting and challenging positions with plenty of opportunities for training and acquiring new skills and competencies throughout your whole career;
- Opportunities to move between different policy areas throughout your career;
- A package of flexible working conditions including the possibility of teleworking – we care about your work-life balance
- A competitive financial package, including comprehensive healthcare, accident and pension schemes
- A multilingual, multicultural workplace where personal and career development are strongly promoted
- Multilingual schools for your children

We recruit from a wide range of backgrounds and actively promote diversity and inclusion:

We do not only recruit political scientists and lawyers but are also looking for all kinds of profiles, including scientists, linguists, IT experts, data analysts and economists, as well as drivers and engineers.



We are committed to equal opportunities and to fostering a rich, diverse and inclusive working environment. We aim for our workforce to be representative of European society and strongly welcome applications from all qualified candidates. We actively seek to create a workplace where each staff member feels valued and respected, can give their best and can develop to their full potential.

To promote diversity and establish a geographically balanced pool of candidates, we strongly encourage applicants from Member States which are currently underrepresented in the European Commission workforce to apply. These Member States are currently Austria, Cyprus, the Czech Republic, Denmark, the Netherlands, Estonia, Finland, Germany, Ireland, Luxembourg, Malta, Poland, Portugal, Slovakia and Sweden¹. Recruitment will however remain strictly based on the merits of all applicants and no positions will be reserved for nationals of any specific Member State.

For more information ec.europa.eu/work-with-us

STAFF RECRUITED ON CONTRACTS

In addition to permanent officials, the European Commission offers non-permanent positions. 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](#)

¹ Please note that the list of underrepresented Member States may be subject to future amendment based on potential data changes over time.



KNOWLEDGE MANAGEMENT AGENT

Directorate-General for Research and Innovation (DG RTD) of the European Commission

Selection reference: RTD/COM/2024/1956

Domain: Science & Research

Where: Unit B.4.001 - Mission and Partnerships Oceans and Waters, Brussels

Staff category and Function Group: Temporary agent 2d – Administrative Agent / Support Staff

Grade: AST/SC 1-2

Publication deadline: 20.01.2025 - 12.00 (Brussels time)

WE ARE

The Ocean, Seas and Waters Unit.

We contribute to the European Green Deal supporting the transition to a Healthy Planet and particularly to healthy Ocean, Seas and Inland Waters systems, which are climate neutral by 2050, and operating within safe planetary boundaries.

The Unit contributes to the regeneration and restoration of the Ocean and to the effective and integrated freshwater management in European and international river basins, through sustainable and resilient water systems, and promotes an impactful and sustainable use of the full value chains of marine and aquatic resources, for full benefit and well-being of European citizens. The Unit designs and deploys a systems' approach to the nexus of ocean-climate, ocean-food, ocean-weather and ocean-land and water-energy-food ecosystems, and focus on marine and freshwater ecosystems and biodiversity.

The Unit leads, steers, identifies and pilots systemic solutions by design to the planetary boundaries:

- a) loss of biodiversity
- b) climate change and
- c) ocean and water degradation

by directing international cooperation across different sea basins, particularly the Atlantic, Mediterranean, Black Sea, Baltic and North Sea, and the Arctic region, with focus on ocean and inland water (hydrosphere) observing and digital knowledge systems, regeneration, reduction of pollution, water security and coastal resilience.

The Unit co-leads the Horizon Europe Mission 'Restore our Ocean and Waters by 2030' and contributes to the other Missions.

The Unit also leads on the Horizon Europe Partnership for a Sustainable Blue Economy and Water Security for the Planet as well as the Partnership for R&I in the Mediterranean Area, contributes to all other relevant partnerships, and ensures European leadership for implementing multilateral and bilateral international networks, in particular the All-Atlantic Ocean R&I Alliance linking communities, researchers and innovators around the Atlantic from Arctic to Antarctica. The Unit also acts as

(Selection reference RTD/COM/2024/1956)



interface for the R&I related parts of UN related initiatives, such as the UN Decade of Ocean Science and UN Water Action Decade. Based on foresight, knowledge, data and portfolio analyses, the Unit aims to achieve more impactful R&I programs, evidence-based policies and systemic solutions combining technological, business, governance and social innovations. The activities will be achieved through a transdisciplinary and multi-stakeholder approach and in partnership with several DGs, as well as with EU Member States and international partners.

WE PROPOSE

The successful candidate will join a dynamic team committed to fulfil the Unit's mandate, and to support through science, research, innovation and investment that Europe's Seas and Oceans, are healthy, productive, resilient and preserved for future generations, and for all life on Earth.

We offer a very interesting and stimulating position in a dynamic environment, working on one of the highest priorities of the EU contributing to the European Green Deal. The post foresees support to the design and implementation of EU Research and Innovation policy initiatives and activities in the area of healthy seas, oceans and inland waters, in the context of the Horizon Europe R&I Framework Programme. It includes a focus on relevant Missions and Partnerships. Tasks will focus on knowledge management, administrative support, coordination and organisation of activities to reinforce the team capacity to develop tools and strategies of engagement and communication with stakeholders (EU Member States, other services and institutions, third countries and international organisations). The job may therefore involve providing support to high level events in the area of Ocean and Waters; contribution to continuous follow-up on planning and strategy instruments, maintaining contacts with stakeholders, and preparing background documents in support of consultations or policy discussion. The team maintains a flexible approach to task distribution with the aim to take full account of the skills, interests and motivation of all team members. Therefore, depending on the interest and profile of the candidate, allocation of support to substantive external relations and/or policy files is possible.

WE LOOK FOR

We look for a motivated and dynamic colleague, with a sense of initiative, team spirit, resilience, excellent communication, planning and organisational skills. The capacity to handle diverse tasks efficiently, adaptability to changing priorities are important for performing this work. The successful candidate will need to have a good knowledge of the Commission's internal procedures and tools. S/he needs to have a very good command of English, written and oral; knowledge of French and/or other EU languages would be an asset. Administrative support and communication experience, proven organisation skills and previous work in a multicultural environment with external relations and/or Research & Innovation related issues are a requirement to perform the tasks of this job.



HOW TO EXPRESS YOUR INTEREST?

You should send your documents in a single pdf in the following order:

1. your CV 2. completed application form.

Please send these documents by the publication deadline to Elisabetta.balzi@ec.europa.eu indicating the selection reference RTD/COM/2024/1956 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 for 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 EU²
- 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.

² 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 priority³. If these candidates do not best fit the requirements for the position, the Commission can recruit a temporary agent.

A selection panel will choose a limited number of candidates for interview, based on the CV and application form 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 not an official or a competition laureate, they will be recruited as a **temporary agent under Article 2(b)/2(d) of the [Conditions of Employment of Other Servants](#), in function group AST/SC.**

³ Officials from the Commission or other Institutions are invited to use the standard channels (Sysper or inter-institutional vacancy portal).



➤ **Grade**

The recruitment grade, as well as the step in that grade, will be determined in accordance with [Commission Decision C\(2013\)9049](#) on policies for the engagement and use of temporary agents and with [Commission Decision C\(2013\)8970](#) laying down the criteria applicable to classification in step on engagement.

The recruitment grade will be that of similar competitions in the field that have been recently published or already planned. Otherwise, recruitment will be at the level of AST/SC1. The maximum recruitment grade is AST/SC2, which may be granted based on the assessment of the needs of the service, notably the nature of the profile sought, the level of responsibility to be exercised, or the labour market conditions for the profile in question, and the duration of the candidates' previous appropriate professional experience.

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.