



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

DG RTD - European Commission

Job title: Policy Officer

Domain: SCIENCE and RESEARCH

Where: Unit RTD/A3 – European Innovation Council, Brussels

Function Group: FG IV

Contract Type: 3b

Express your interest until: 08.05.2025 - before 12.00 (noon), Brussels time

WE ARE

Directorate A “ERA & Innovation” reinforces at crosscutting level the engagement with startups, SMEs and innovative ecosystems, with citizens & society, and with academic and research organisations and infrastructures. The Directorate develops policy to shape a globally competitive and excellent EU research and innovation system that is open, performant and cohesive and that is conducive to transformative and systemic innovation for a sustainable future. It helps ensure that researchers, knowledge and technology circulate freely within a revitalised and reinforced European Research Area, which generates investment, national reforms and EU policies to create critical mass within a coherent R&I policy framework.

'We are devoted to making Europe the most attractive place for the best science and the most value adding innovation, for the benefit of all in Europe'

Unit RTD.A.3 steers the strategy for the European Innovation Council (EIC) part of Horizon Europe, and oversees implementation of EIC activities, coordinating the preparation of the EIC Work Programme, providing the secretariat and support to the EIC Board, including the President of the EIC Board, and overseeing the EIC Fund for making direct investments in innovative startups and SMEs. The unit operates in the context of the European Innovation Agenda, the European Research Area (ERA) and in synergy with digital, SMEs and industrial policy.

The unit is responsible for the development and oversight of the European Innovation Council Fund, which is a dedicated fund for investing in highly innovative companies with scaleup potential. The Unit is responsible for the Commission’s role in the governance of the EIC Fund including the Fund’s governance board, for authorising investments by the Fund, and for further development of the Fund in line with EU policies. In the context of the renewed focus on competitiveness, discussions are ongoing to better support scaleup companies building on the experience of the EIC Fund and the initiative announced in the Competitiveness Compass for the Commission to work with the EIB and private sector on scaleup financing.

The unit works in close cooperation with the EIB and the EIC and SMEs Executive Agency (EISMEA) as well as other units in RTD and other DGs of the Commission. The Unit manages the Contribution Agreement with the EIB for the implementation of the EIC Fund.

(Reference: Call for interest **EC/2025/RTD/487956**)



WE PROPOSE

A challenging task for a Policy Officer wishing to take initiatives and be part of a result-oriented high-performing team.

The main tasks will be to contribute to developing the strategy and implementation of scaleup funding in the context of new and emerging Commission initiatives including the Startup and Scaleup Strategy. This will include close interactions with private investors and other publicly supported investors, including the EIB Group. The job holder is expected to be involved in the governance and oversight of the EIC Fund and its future development. The tasks should also contribute to the overall development and implementation of the European Innovation Council and broader financial instruments, maximising impact for sustainable development and EU policies such as Economic Security, and the Green and Digital transitions

As such the tasks will encompass a broad range of both policy and implementation issues, as well as close working with the EIB, private and public investors, EISMEA, Commission central services and partner DGs (CNECT, GROW), as well as the broader investment and innovation community.

WE LOOK FOR

We look for a dynamic, highly motivated colleague with experience in the field of innovation and investments.

A good knowledge about innovation (such as the development of startup companies and SMEs) and/or investments (in particular equity investments and financing of startup and scaleup companies). Previous experience in working with the EIB Group and public and private investors would be a strong asset.

Strong sense of responsibility and excellent organisation, proactive attitude and initiative, capacity to organise events, skills to effectively communicate and maintain relationships with various stakeholders, data and analytical skills, and an excellent team spirit are essential, while flexibility to work under tight deadlines is often required.

The main working language of the unit is English. Capacity to communicate in other official languages of the European Union is an asset.

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. duly filled in application form.Please send these documents by the publication deadline to **RTD-A3-CA-APPLICATIONS@ec.europa.eu** indicating the call for interest reference **EC/2025/RTD/487956** 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://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.

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 **Brussels**.

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 1 years**. 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.

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



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.