



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 GREAT JOBS AND GREAT WORKING CONDITIONS:

- Interesting and challenging jobs 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.



IT Strategy and Planning Officer – IT procurement

Directorate-General for Digital Services (DG DIGIT) of the European Commission

Selection reference: DIGIT/COM/2025/1095

Domain: Information Technology

Where: Unit DIGIT.C.1.002 – “Cloud Services & Software Broker”, Luxembourg

Staff category and Function Group: Temporary agent 2b/2d - Administrator

Grade range: AD5-AD8

Publication deadline: 23.07.2025 - 12.00 (Brussels time)

WE ARE

DIGIT.C1 contributes to the digital transformation of the European Commission by fostering cost-effective purchasing channels for cloud services, software, and professional services. To support its customers, DIGIT.C1 also provides technical advisory services to ensure the efficient use of these technologies.

To fulfil its mission, the Unit:

- Hosts the operations of the procurement brokers for cloud, software, and professional services used by all EU Institutions, Bodies, and Agencies, and plays an active role in inter-institutional initiatives such as the ICTD.
- Delivers FinOps (Financial and Operations) services to maximise the value derived from these purchasing channels.
- Operates the Cloud Centre of Excellence, provides the secretariat for the Cloud Council of the European Commission, and leads the Cloud Community of Practice across the Institutions.
- Oversees the governance of the ServiceNow platform and hosts its Competence Centre for the European Commission.

Within DIGIT.C1, the sector "Cloud broker and service portfolio coordination" fosters cost-effective purchasing channels for cloud services and professional services in cooperation with all the other units of DIGIT involved (legal, financial, technical). What makes the sector unique is its remarkable multi-disciplinary skills at the crossing of all skills necessary to deliver efficient procurement.

The members of the sector are constantly in contact with internal customers of the services and external providers to ensure colleagues in the Institutions make best use of the services they purchase.

The sector:

- Hosts the operations of the procurement brokers for cloud and professional services used by all EU Institutions, Bodies, and Agencies.
- Delivers FinOps (Financial and Operations) services to maximise the value derived from these



purchasing channels and hosts the development of the Cost Control tool used by the Commission (iCoco).

For the directorate, the sector coordinates chargeback activities for infrastructure services (public cloud, private cloud, datacentre) in cooperation with the resource Directorate, hosts the representative of the Digit Portfolio office.

WE PROPOSE

Unit of DIGIT.C.1 is seeking to hire one IT Strategy and Planning Officer – IT procurement.

The selected candidate will:

Support the Digital Transformation of the Commission by supporting the overall objective of the Unit and Sector to structure an ICT professional services broker, developing and implementing the strategy for ICT professional services procurement. Setting-up of the brokerage communication strategy with users, providers and procurement support services.

INTER-INSTITUTIONAL RELATIONS:

- Coordinate the communication plan with Framework contract users and market players; organise information sessions with market players and clarification sessions with users.

INTERNAL COMMUNICATION (general):

- Ensure appropriate interface between DIGIT Directorates and maintain effective communication channels with other Commission services, including IRMs.
- Support the Head of Sector to set up the ICT professional services brokers, collect the user needs, knowledge on the market; coordinate relations in DIGIT with other brokers to ensure appropriate strategic planning in the ICT ProServ area.
- Present the broker at interinstitutional level to create awareness and appropriate buy-in from different stakeholders.
- Organise and lead discussions in the DG on the ICT professional services broker and dynamise the ICT professional services procurement users' community.

PROJECT MANAGEMENT:

- Coordinate the different stages of setting up and implementing a ICT professional services broker, making use of the adequate quality and project management methodologies and tools.
- Advise and contribute to the planning process of setting up and implementing the ICT professional services broker. Support community engagement and collection of user needs to adapt the services and procurement models. Ensure involvement of key stakeholders in each phase of the planning. When relevant, act as project manager for key cross-cutting projects launched by DG DIGIT, with a strong focus on IT procurement, such as coordination with other brokers.

PROCUREMENT and CONTRACT MANAGEMENT:

- Set up a roadmap for ICT professional brokers role and the strategy to cover the EC procurement needs; Contribute to the operational initiation or verification of contracts.
- Contribute to launching, managing and monitoring of calls for proposals / tenders, evaluation



and selection of proposals.

- Coordinate internally the definition of Framework contracts, provide guidance on specifications and participate in the selection process of suppliers of IT services.
- Define and implement the ICT professional brokers role, making use of the adequate project management and quality methodologies and frameworks.

ASSESSMENT and QUALITY CONTROL, DATA AUDITING:

- Define and monitor key performance indicators to evaluate the progress of the ICT professional services procurement strategy.
- Assist the Head of Sector in the definition and monitoring of key performance indicators of the European Commission Digital Strategy.

WE LOOK FOR

We are looking for a builder who will be in the centre of the creation of the brokering services of the EU Institutions, in the field of cloud, professional services and software.

The term “builder” refers to your ability to create from existing processes innovative ways to empower your colleagues in DIGIT, the Commission and other Institutions with efficient procurement tools that will allow them to focus on their business and drastically less on administrative matters.

Therefore, we are looking for:

- Proven experience in procurement procedures, with an excellent understanding of DPS (Dynamic Purchasing System) procedures, its mechanism, advantages and pitfalls; knowledge of existing tooling would be an asset.
- Very good knowledge and experience on drafting specification in the field of professional services which will be your primary focus; practical experience of running large scale contracts sustaining Agile methodologies and managed services is paramount.
- The selected candidate will be driving profound business transformations that will require to drive multi-disciplinary working groups mixing legal, administrative, IT and development practices; therefore, we expect a significant experience in project or programme management to ensure transformation projects are properly managed.
- A natural drive for continuous improvement, innovation, and delivering impactful digital solutions.
- Excellent communication and interpersonal skills, considering you will interface a very large community of IT and procurement specialists.
- Fluency in English; Knowledge of French and/or German will be an asset.



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 DIGIT-C1@ec.europa.eu indicating the selection reference DIGIT/COM/2025/1095 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 a level of education which corresponds to completed university studies of at least 3 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. 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 **Luxembourg**.

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 AD.**

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 a new published competition or already planned in the field. If there is none, recruitment will be at the level of AD5. The Authority authorised to conclude Contracts of Employment ('AACE') may grant a grade AD6 or AD7 based on an assessment of the needs of the service, including without limitation the nature of the profile sought, the level of responsibility to be exercised or the labour market conditions for the profile in question, and on the duration of the candidates' previous appropriate professional experience. The maximum recruitment grade is AD8, which may be granted under very exceptional circumstances.

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.