



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 PROJECT OFFICER – DIGITAL SOLUTIONS

Directorate-General Secretariat General (SG) of the European Commission

Selection reference: SG/COM/2025/1422

Domain*: Information Technology

Where: Unit SG.A.6 – Digital Solutions and process efficiency, Brussels

Staff category and Function Group: Temporary agent 2b– Administrator

Grade range: AD5-7

Publication deadline: 22/10/2025 – 12.00 (Brussels time)

WE ARE

The Secretariat-General is at the heart of the European Commission. Under the authority of the President, it serves the College and ensures collegiality, consistency, and efficiency of the Commission's action. The Secretariat-General steers and coordinates the Commission's work to ensure that its initiatives and operations are aligned with the political guidelines of the President. The Secretariat-General ensures the smooth functioning of the institution, in coordination with the other presidential and central services.

Directorate SG.A 'Corporate Governance, Transparency and Resources' of the Secretariat-General supports the Secretary-General and Deputy Secretary-General / Chief Operating Officer, in steering the Commission corporate governance bodies. It manages the Corporate Management Board's secretariat and subgroups (the Information Technology and Cybersecurity Board, the Information Management Steering Board, and the Group of Resources Directors) as well as provides support to the chair of the Corporate Communication Steering Committee. Directorate SG.A coordinates corporate governance processes on the HR (incl. annual allocation), corporate IT and cybersecurity policy, data, information and knowledge management, greening, logistics, and buildings policy. It is also responsible for business continuity – at local and corporate levels – and stand-by arrangements.

Unit SG.A.6 drives the implementation of the Secretariat-General's digital strategy by assisting the Secretariat-General in digital transformation of its policy, coordination, and administrative processes. The unit closely cooperates with central services and aligns the Secretariat-General's digital transformation to the corporate policies, standards, and rules. Unit SG.A.6 is responsible for the SG IT governance and portfolio management and delivers secure and innovative digital solutions meeting corporate and Secretariat-General needs. It delivers and operates corporate information systems supporting the institution's transparency policy, EU Law enforcement, or EU policy and law-making. It promotes process efficiency, the digital workplace of the future, modern



collaborative ways of working, and the attainment of digital skills for staff from the Secretariat-General, Cabinets, and IDEA. Unit A.6 prepares the Secretariat-General's annual information technology plan and manages the related budget. It is in the lead for cyber-security, and it hosts the function of SG Local Informatics Security Officer (LISO). Unit A.6 provides support to internal and external communication campaigns and activities of the Secretariat-General, for the web and other publications, including producing and editing audiovisual materials, and managing internal websites. The unit counts almost 80 staff members, of whom 20 are statutory staff. The sector for digital solutions comprises 5 administrators, 2 assistants and 1 contract agent and 58 service providers. We are a dynamic, motivated and friendly team working closely with our customers on a daily basis to deliver well-performing, user-friendly, quality systems and services. If you would like to work in a challenging, inspiring, open-door environment involving multiple contacts with units across the Secretariat-General, DIGIT as well as Cabinets then this could be your opportunity to give a boost to your professional career.

WE PROPOSE

SG. A6 is seeking to hire a Project manager in the sector for digital solutions, which support core Commission processes. Our systems contribute to the institution's openness and transparency (e.g. EASE providing electronic access to Commission documents, the Register of Commission Documents, the ATMOS system for the publication of meetings and missions, the Data Protection Records Management System and the Transparency Register), to better law making (e.g. the Better Regulation Portal/Have your say) and to the monitoring of the implementation of EU law in the Member States (e.g. the THEMIS system).

As project manager, you will:

- actively participate in the digital transformation and modernisation of the Secretariat-General;
- organise, coordinate and steer the project teams under your responsibility;
- manage and motivate the teams to deliver high-quality applications which satisfy user expectations;
- control and manage the lifecycle of the digital solutions under your responsibility;
- supervise and monitor the activities under your responsibility against the planning within the time, budget and human resources available, scale the use of resources and take action in case of deviations;
- contribute to the delivery of standard PM2 artefacts (business cases, project charters, use cases, architecture canvas documents, data protection by default and by design questionnaires, IT security plans, project and operations status reports, etc.);
- ensure coordination with stakeholders from the Secretariat-General, other Commission services and corporate IT governance bodies;
- ensure that the information systems respect the Commission's digital strategy principles and maximise reuse of corporate building blocks;
- actively contribute to the further development and effective implementation of the unit's project quality management;
- report on projects' resources' consumption to EU bodies involved.



WE LOOK FOR

The ideal candidate:

- is motivated and customer-oriented;
- has very good soft skills and experience in managing teams;
- has the ability to coordinate with other services;
- has experience in information system project management, are proficient in the Commission's PM2 and agile methodology, and able to deal with both business and technical stakeholders;
- has an understanding of the corporate system architecture and are committed to implementing the corporate digital strategy that promotes the reuse of corporate solutions and building blocks;
- has technical knowledge of the tools or technologies used (e.g. Java, application servers, databases, DevSecOps, cloud, etc.). Having a software development background and understanding software engineering challenges are assets;
- is familiar with the Commission's IT governance processes;
- has integrated security, data protection and quality management considerations into their daily work routines;
- is interested in assuming responsibility for people and projects and can operate autonomously;
- is very good multi-taskers, organised, proactive and able to deliver on several priorities at the same time;
- enjoy working in a team where responsibilities may adjust in line with work load and project cycles;
- is open to life-long learning;
- has very good oral and written communication skills in English and a good command of French.



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 SG-A6-SECRETARIAT@ec.europa.eu indicating the selection reference SG/COM/2025/1422 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.

➤ What about the selection steps?

The post was published internally within the Commission, inter-institutionally, and brought to the attention of competition laureates.

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).



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 another 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 **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) of the [Conditions of Employment of Other Servants](#), in function groups 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\(2025\)4716](#) 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 calculated based on the qualifications and the number of years of professional experience, according to Art. 13 of the Commission Decision C(2025)4716. Higher grades may be granted exceptionally.

The duration of the **1st contract will be of 1 to 4 years**. The contract might then be extended only once for a maximum of 2 years and in the interest of service, in accordance with [Commission Decision C\(2025\)4716](#) 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.