



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 positions with plenty of opportunities for training and acquiring new skills and competencies throughout your whole career
- Opportunities to try several areas of move between different policy 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.



Information and Communication Agent

in DG COMMUNICATION of the European Commission

Job title: Information and Communication Agent

Domain: Communication and Publication

Where: European Commission Representation in Rome, Italy

Function Group: FG II

Contract Type: 3a

Express your interest until: 16/07/2026 - 12.00 (noon, Brussels time)

WE ARE

DG Communication (DG COMM), as a corporate communication service, promotes the policy priorities of the European Commission and contributes to bringing Europe closer to citizens. The Representations in all Member States play a crucial role in this.

Their main tasks are:

- Support the President and the Members of the Commission by reinforcing the political and media profile of the European Commission in the Member States, including the preparation, organisation and follow up of visits of the members of the College. Representing the European Commission in the respective Member State towards national, regional and local authorities, media, stakeholders and citizens.
- Country-specific Economic and Political Information and Analysis: Representations provide the Commission with in-depth, accurate and timely information and analysis regarding relevant developments in the Member States and the views of the Government and, political parties, think tanks and civil society.
- Press and Media Communications: in cooperation with the Spokesperson's Service, Representations communicate on behalf of the Commission.
- Outreach to Citizens: Representations provide outreach and communication to citizens and stakeholders/multipliers in the Member States, by managing information networks and by explaining the policy priorities of the Commission in a local context.

The Commission has a Representation in the capitals of all EU Member States. The Representations are the Commission's eyes, ears and voice on the ground in EU Member States. They interact with citizens, national authorities, stakeholders and media. They keep the Commission informed of key political, social and economic developments in the country, and ensure communication on EU affairs.

WE PROPOSE

The Representation in Italy is seeking to hire a Contract Agent FG II to fill the role of Information and Communication Agent attached to the Press and Media team.



The position will consist of taking part, under the supervision of an official/temporary agent, in the outreach to national media, ensuring update, follow-up and maintenance of the website of the Representation (*supplying, pictures, archiving*), supporting the roll out of media and communication actions and the management of projects from organisational, administrative and financial perspective as well as support the Team leader and the team with clerical and administrative tasks.

Tasks include:

- Providing administrative, financial and organisational support for media related events (press conferences, briefings, media trips, assisting with Commissioners visits);
- Contributing to media monitoring and in identifying and managing key contacts for the sector;
- Managing the Representation web presence: identifying outdated content, collecting and quality checking information, creating and maintaining web pages, controlling and implementing technical web publication processes;
- Ensuring the coordination with the Representation teams, DG COMM and other services in relation to web publications.
- Contributing to social media activities in coordination with the Digital leader in the Representation, ex. providing input for content, and using basic digital tools for better listening, analysis and outreach.

WE LOOK FOR

We are looking for a versatile and proactive individual with excellent teamworking skills, capable of working in a small and dynamic team, and previous experience as webmaster as well as in working with media.

The ideal candidate should have sound organisation skills, eye for detail, an ability to work in a proactive and autonomous way, as well as be capable of working in a team.

The ideal profile for the job includes at least 3 years' experience in the following:

- Editing and structuring online content in line with the best web writing and publishing practices;
- Managing relations with media, supporting the drafting and distribution of relevant content for media, such as press releases, newsletters, media notes;
- Planning and implementing the organisation of events for media, such as press conferences, media briefings, media trips, events.

Furthermore, the job requires:

- Sound knowledge of financial procedures and EU financial regulation is required to support the team with the procurement of external services for media related projects;
- Advanced capabilities in IT tools for office automation (Excel, Outlook, Word) and graphic design tools (ex. Canva).
- Proficiency in Italian (C1) and working knowledge of English (B2). Knowledge of French could be a plus.



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. completed application form.

Please send these documents by the publication deadline to COMM-REP-IT-RECRUITMENT@ec.europa.eu indicating the call for interest reference 291921 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 post-secondary education attested by a diploma OR
- (b) 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.

Languages:

- have a thorough knowledge (minimum level C1) of one of the 24 official languages of the EU²
- AND have a satisfactory knowledge (minimum level B2)³ of a second official language of the EU, to the extent necessary for the performance of the duties.

➤ What about the selection steps?

The selecting unit chooses from the EPSO database⁴ candidates with the appropriate profile and invites them to an interview. For the interview a selection panel is set-up to assess the best

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).

³ 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>).



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.

⁴ Therefore, candidates who did not pass already a CAST on the level Function Group II, 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 **ROME, Italy**.

The successful candidate will be engaged as a **contract agent under Article 3(a) of the [Conditions of Employment of Other Servants](#), in function group FG II**. 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 3 years. Possible consecutive extensions of 5 years and then indefinite duration are subject to an assessment of the staffing situation of Representations at that time.

Contract agents recruited in Function Group II must 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.