



## **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 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, the Czech Republic, Denmark, the Netherlands, Estonia, Finland, Germany, Ireland, Latvia, Luxembourg, Malta, Poland, Slovakia and Sweden<sup>1</sup>. 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.

## **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](#)

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



# Policy Officer – Business development

## DG Employment, Social Affairs and Inclusion European Commission

**Job title\*:** Policy Officer – Strategic business development – EU Talent Pool

**Domain\*\*:** European Policy

**Where:** Unit EMPL.E.1 - Labour mobility, Public Employment Services, ELA, Brussels

**Function Group:** FG IV

**Contract Type:** 3b

**Express your interest until:** 14.07.2026 - 12.00 (noon, Brussels time)

### **WE ARE**

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The mission of Unit E1 is to support free, fair labour mobility, posting of workers in the context of service provision within the EU/EEA and foster the good functioning of its Members States' labour markets institutions. The Unit develops and promotes tools for a better functioning of the European labour market (PES network, Europass, ESCO) and services for assisting mobile workers and employers looking for such workers (EURES). It also promotes fair mobility in a labour migration context. The unit is the interface between the Commission and the European Labour Authority.

This includes the implementation of the EU Talent Pool (EUTP), an EU initiative designed to facilitate international recruitment. It will provide an IT platform to match the profiles of candidates from outside the EU with job vacancies by European employers.

### **WE PROPOSE**

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Unit E1 of DG EMPL is seeking to hire one policy officer to work on the strategic business development of the EU Talent Pool. The position will consist of ensuring the effective coordination between policy objectives, business needs, technical developments, and legal provisions of the EU Talent Pool. The colleague will work under the supervision of a policy coordinator for labour migration and coordinate the work of a team of Business Analysts supporting the management, evolution and improvement of the platform. This includes coordinating the analysis and prioritisation of business requirements, ensuring their translation into functional specifications, monitoring the delivery, ensuring close collaboration with IT teams and external contractors and management of contracts.

The colleague will contribute to the implementation of the EU Talent Pool by managing relations with relevant stakeholders and users of the platform. This includes identification of user needs, assessing opportunities for improvement, contributing to the IT project charter, and ensuring that the IT solution remains aligned with the Regulation. This involves assessing and preparing analyses/proposals on how similar EU instruments (such as EURES, Europass, ESCO, EUTP) can work together.

The colleague will also contribute to policy development in the field of labour migration e.g. draft the Implementing Act on technical standards for data exchange, data formats and data protection, organise and participate in meetings, prepare briefings, etc.



## **WE LOOK FOR**

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We are looking for a motivated, dynamic colleague with a good understanding of digital tools, ability to understand EU legislation and with an interest in the link between policy and digital solutions.

The candidate should be able to translate policy objectives and user needs into operational requirements for an IT platform, and to act as a bridge between policy team, business users, IT and external contractors. A good understanding of business analysis, digital product development and IT project management is essential. The jobholder should be able to understand technical concepts, discuss and prioritise business requirements, and communicate effectively with experts responsible for the delivery of digital solutions.

Experience with the PM<sup>2</sup> methodology, coordinating external providers, managing stakeholders and overseeing the delivery of complex digital projects would be an asset. Knowledge and interest in the EU employment or labour migration policies would be an advantage.

He/she should be a team player and display strong organisational skills, as well as the ability to cooperate effectively within and outside the Unit. The capacity to manage multiple tasks, set priorities and work under pressure to meet demanding deadlines is essential. Strong communication skills and the ability to engage with a wide range of stakeholders are required. Thorough knowledge of English is a big advantage. Knowledge of French would be a plus.

## **HOW TO EXPRESS YOUR INTEREST?**

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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 [EMPL-E1-RECRUITMENT@ec.europa.eu](mailto:EMPL-E1-RECRUITMENT@ec.europa.eu) indicating the call for interest reference EC-2026-EMPL-520941 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 EU<sup>2</sup>
- AND have a satisfactory knowledge (minimum level B2)<sup>3</sup> 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 database](#)<sup>4</sup> candidates with the appropriate profile and invites them to an interview. For the interview a selection panel is set-up to assess the best

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<sup>2</sup> 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).

<sup>3</sup> 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.

## **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 1 year**. Subject to the interest of the service, the contract may be renewed one or more times up to a maximum duration of 6 years.

The duration of the renewal(s) will be defined according to the General Implementing Rules in force at that moment (currently, [Commission Decision C\(2017\)6760](#) on policies for the engagement and use of contract agents).

Contract agents recruited in Function Group IV have to successfully complete a 9-month probationary period.

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<sup>4</sup> Therefore, candidates who did not pass already a CAST on the level Function Group [IV], should register their profile at this address: <https://eu-careers.europa.eu/en/Cast-Permanent>



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.