



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](#).



Team Leader – Data and AI

In the Paymaster Office (PMO) of the European Commission

Selection reference: PMO/COM/2026/1509

Domain: Information Technology

Where: Unit PMO.6 – “Digital Solutions”, Brussels, Belgium

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

Grade: AD5-7

Publication deadline: 31/07/2026 - 12.00 (Brussels time)

WE ARE

The mission of the PMO (Paymaster Office or Office for the administration and payment of individual entitlements) is to provide a high-quality and user-friendly service to beneficiaries by promptly and accurately managing, determining and paying individual rights and expenses (e.g., salaries, pensions, sickness insurance reimbursements and mission expenses).

PMO.6 – Digital Solutions, based in Brussels, provides services, solutions, guidance and expertise in the areas of IT applications, IT security, data and reporting and support. The support team handles accesses right and provides support to users on any IT issues related to the IT applications underpinning all the business processes in PMO: salaries and the payroll system (NAP), benefits, (Sysper), reimbursement of medical expenses (JSIS, ASSMAL and MyPMO), mission planning and expenses management (MIPS), reimbursement of candidates and experts' expenses (AGM).

Within the PMO, the unit PMO6 – “Digital Solution”, based in Brussels, provides services, solutions, guidance and expertise in the areas of data and reporting, IT security, IT application coordination and infrastructure. Consequently, the unit supports the operational and strategic activities of the PMO with the aim to improve efficiency through information and knowledge sharing, interoperability, integration and standardisation.

The Digital Support Services sector provides functional and technical support to users during normal working days on any issues related to the IT applications underpinning all the business processes in PMO: salaries and the payroll (Sysper Rights and NAP), missions (MIPS), reimbursement of medical expenses (JSIS Online, ASSMAL), reimbursement of candidates and experts' expenses (AGM), and MyPMO and Staff Matters support portals (Staff Centre & Pensioner portal). A call centre service is in place to support our post-active users by phone. In addition to providing support of the IT applications, the team is also responsible for the management of access rights for the applications, the IT communication and IT trainings.

WE PROPOSE

(Reference: Selection reference PMO/COM/2026/1509)



The AI-powered digital transformation for PMO is one of the key activities in the unit. The digital transformation program takes a holistic approach covering business and IT, all staff from pre-hire to retired, all PMO services across the organisation, including the correspondents in the DGs up to Inter-Institutional level.

We propose a challenging and rewarding position as Team Leader – Administrator for the AI and Data Team in the in the Sector AI, data, cybersecurity and compliance of PMO6.

In consultation with the Head of Sector, manage and coordinate projects, programs, and processes, ensuring timely, within budget, and high-quality delivery of the main initiatives in the areas of data and AI. This involves developing project strategies, planning, and organization, as well as monitoring progress, identifying and mitigating risks, and reporting on project status. The job also entails coordinating with stakeholders, including project owners, colleagues, and Commission services, to ensure alignment with expectations and requirements. The role also involves contract management, procurement, and ensuring compliance with established procedures and regulations. Overall, the goal is to deliver effective project management, coordination, and analytical support to achieve business objectives and stakeholder expectations.

You will be a key enabler and driver of the work between a team of AI and data engineers in PMO, the IT provider in DIGIT and colleagues in the HR Family and DG Budget. Your area of intervention covers the implementation of the data and AI-powered business transformation for the overall PMO business: payroll, medical insurance, rights management and reimbursements of expenses.

You will be responsible to:

- Collaborate with other teams in the unit to ensure smooth execution of projects and timely delivery of data products (indicators, dashboards, analytics, forecasts...).
- Analyse, evaluate and validate the data requirements derived from the needs in the HR domain (indicators, dashboards, analytics, forecasts...).
- Coordinate the identification, documentation, extraction, and integration into the Data Layer of the new data elements.
- Ensure that the Data Layer evolves in a coherent manner while increasing clients' satisfaction and trust in the data and insights provided.
- Ensure the alignment of AI prototype development with organizational goals, while fostering a culture of innovation and experimentation.
- Lead and oversee the development and execution of AI prototypes that address key business challenges and opportunities.
- Collaborate with cross-functional teams to integrate AI solutions seamlessly into current operations, driving efficiency and effectiveness.
- Support the transformation of the Data Analytics and AI services towards self-service, in collaboration with the Head of Sector and other stakeholders.



- Contribute to the on-going Data Layer projects under the PMO transformation roadmap and HR Transformation Programme, by leading the identification and adoption of new technologies for data, analytics and AI, in line with corporate guidelines.
- Contribute to the definition of the unit's overall strategic objectives, work programme and specific objectives of the Data and AI team, leading the way towards a data-driven culture in the HR domain.
- Organise and coordinate the activities of the Data and AI team and follow up frequently and regularly on work organisation, schedules, priorities, workload.
- Lead and follow up the execution of projects to the highest standard of quality, and within agreed project dimensions: quality, scope, timeline and costs.
- Ensure proactive and timely handover from project to service mode of all team activities, as needed, as well as communication to all stakeholders on projects.
- Monitor any performance indicators with the support of the Head of Sector; ensure that they are met and manage any issues which arise.

WE LOOK FOR

The candidate should possess at least 3 years of professional experience in managing teams and a strong IT background in data management and AI. Excellent proven team leadership skills and good communication & problem-solving skills are also essential. Knowledge of (HR) business processes areas such as payroll, medical insurance, rights management and reimbursement of expenses and project management activities and methodologies is an asset.

The candidate should have the capacity to interact with a technical team and business users whilst also having the capacity to take initiative and work autonomously with a strong sense of ownership is a must. Communication, negotiation skills and flexibility are essential to this position as well.

This job requires the following competencies and skills:

- Proven experience in data management and good knowledge of data-related management methodologies and frameworks (such as ITIL) and tools (such as ServiceNow, JIRA).
- Experience in innovation-related processes and emerging technologies, including experience with data visualisation (such as QlikSense, PowerBI, etc).
- Good knowledge of modern AI models and associated technologies, from prototyping to operationalization
- Scripting and programming skills (e.g. Python, SQL) for data processing, modelling and analytics, including using AI-assisted coding tools



- Proven ability to gather requirements, model data and translate complex needs into concrete solutions.
- Experience in management of large digital business transformation projects & programmes in the areas of data and new technologies such as AI.
- Experience in business areas such as insurance, reimbursements, social security and finance is an asset.
- Proven people management skills and be a good team player.
- Good knowledge on software development lifecycle, including project management and Agile methodologies.
- Open-minded analytical thinker able to analyse and solve complex problems.
- Proven stakeholders' management skills.
- Show initiative and have good organisational skills.
- Good communication and having excellent people' skills, with customer focus and strong negotiation skills.
- Understands, promotes and applies policies ensuring data privacy.
- It is expected to be fluent in English and French. 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>).

The pre-selected candidates will be invited to an interview and written test soon after the closing date for application.

HOW TO EXPRESS YOUR INTEREST?

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: PMO-PUBLICATIONS-AC@ec.europa.eu indicating the call for interest reference **PMO/COM/2026/1509** 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 in this position, you must have at least either a level of post-secondary education attested by a diploma, or 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. 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 EU¹
- 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.

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).



➤ **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 priority. Only in the case that no suitable candidate can be found from the afore-mentioned categories this vacancy notice is published and is open to other applicants².

The selection panel will choose a limited number of candidates for interview, based on the CV and motivation letter 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 French.

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 in **Brussels**.

In case the successful candidate is an external candidate, s/he will be engaged as a **temporary agent under Article 2(b)/2(d) of the [Conditions of Employment of Other Servants](#), in function group AD.**

² Officials from the Commission or other Institutions are invited to use the standard channels (Sysper or inter-institutional vacancy portal).



The recruitment grade, as well as the step in that grade, will be defined on the basis of the duration of the candidates' previous appropriate professional experience, in accordance with [Commission Decision C\(2013\)8970](#) laying down the criteria applicable to classification in step on engagement.

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.