



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, the Czech Republic, Denmark, the Netherlands, Estonia, Finland, Germany, Ireland, Latvia, Luxembourg, Malta, Poland, 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.



Team Leader "Moves, Inventory and Furniture"

Office for Infrastructure and Logistics of the European Commission in Luxembourg

Selection reference: OIL/COM/2026/1316

Domain: Buildings and supplies including logistics

Where: Unit OIL.03 – Maintenance and Facility Management Luxembourg

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

Grade range: AST1-3

Publication deadline: 18.09.2026 - 12.00 (Brussels time)

WE ARE

The Office for Infrastructure and Logistics (OIL) Luxembourg is an administrative office of the European Commission employing nearly 430 staff. Our main mission is to provide Commission staff in Luxembourg with a safe, comfortable and efficient working environment while ensuring the necessary social and logistical infrastructure. OIL also provides services to other European institutions and bodies located in Luxembourg, with a strong focus on quality and customer service.

Unit OIL.03 is responsible for the management and maintenance of facilities and logistics. Its activities cover facility maintenance and management logistics and cleaning services, as well as the financial management of related contracts, leases and insurance. The unit also coordinates local logistical assistance to ensure the smooth and efficient delivery of these services.

WE PROPOSE

We are offering a position for a dynamic and motivated colleague to take on the role of Team Leader – Inventory and Furniture within the Logistics Sector.

The successful candidate will be responsible for the organisation, coordination and supervision of moving and inventory management activities. She/He will ensure the organisation, coordination and proper execution of operations in accordance with established deadlines, security procedures and priorities of the Unit/Sector.

The role includes managing and supervising a team assigned to moving and inventory activities. The successful candidate will organise the team's daily work, allocate tasks, monitor the work carried out and foster a collaborative working environment. They will ensure the effective flow of information within the team and compliance with applicable rules and procedures.

The Team Leader will plan and coordinate moving operations, supervise the movement of furniture,



equipment and materials, and ensure that these are properly tracked in the relevant management systems. They will also monitor the operational delivery of external service providers within their area of responsibility, verify the quality and conformity of the services provided, and contribute to resolving any operational issues encountered.

The successful candidate will ensure the accuracy of inventories, monitor stock levels and update the relevant databases, in particular the SUMMA inventory and stock-management system.

The successful candidate will also have the opportunity to actively contribute to cross-cutting projects, including the move to the JMO2 building, which will require close coordination with numerous internal and external stakeholders. In this context, they will be expected to demonstrate strong organisational and leadership skills, autonomy, and the ability to manage priorities effectively, sometimes within tight deadlines.

WE LOOK FOR

We are looking for a candidate with strong organisational, coordination and logistics-management skills. Experience in the areas of moving operations, logistics, stock management or inventory management is required.

The successful candidate should possess at least two years of experience in team management or coordination. She/He must be able to organise work, allocate tasks, monitor activities and support colleagues in achieving established objectives.

The ideal candidate will be structured, autonomous and proactive, able to manage several tasks simultaneously, set priorities and meet deadlines, including in demanding situations. She/He should demonstrate leadership skills, a strong sense of organisation and a results- and service-oriented approach towards internal clients.

The role requires the ability to build relationships of trust with management, team members and various internal and external stakeholders. The candidate should be comfortable working in a multicultural environment and demonstrate strong teamwork skills.

Good analytical and communication skills, both written and oral, are essential, as is a good command of French and English. Knowledge of German would 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 OIL-03-EXTERNAL-APPLICATIONS@ec.europa.eu indicating the selection reference **OIL/COM/2026/1316** 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 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 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?

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).



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.

For temporary agents under Article 2(a) of the [Conditions of Employment of Other Servants](#), the post is published directly on the EPSO website, without mandatory prior internal publication.

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 French and 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 **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) of the [Conditions of Employment of Other Servants](#), in function groups AST.**

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 up 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.