



## **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**

### **in DG MENA of the European Commission**

**Job title:** Policy Officer

**Domain:** PRIVATE SECTOR - INVESTMENTS - EXTERNAL RELATIONS

**Where:** Unit MENA.A.3 - "Economic Analysis, Business Development and Financial Instruments", Brussels

**Function Group:** FG IV

**Contract Type:** 3b

**Express your interest until:** 02.10.2026 - 12.00 (noon, Brussels time)

#### **WE ARE**

The Directorate-General for Middle East, North Africa and the Gulf (DG MENA) is the entry point of the Commission for all countries in these three regions. The DG aims to develop strong partnerships with these countries based on mutual interest, to ensure common sustainable prosperity and resilience. To achieve this, it brings together different strands of work within the Commission and supports partners with the technical and financial instruments of the European Union. DG MENA works closely with the European External Action Service and the line DGs in charge of thematic priorities to achieve its goals.

The Unit MENA.A.3 "Economic Analysis, Business Development and Financial Instruments" is located in Brussels, Belgium. The Unit contributes to the priorities of the Directorate "North Africa" (MENA.A) and of the DG, in support to public and private investments aligned with EU priorities in North Africa and the Middle East, through two main pillars:

- 1) the management of EU financial instruments (blended finance and budgetary guarantees).
- 2) the coordination of DG MENA structured approach for engagement with the private sector.

The Unit works in close coordination with geographic and thematic units within the Directorate and in DG MENA and will progressively set up and manage the MENA Investment Platform for blended finance and budgetary guarantees.

The Unit is currently composed of 15 staff members organised in two sectors. The Unit coordinates the deployment of approximately EUR 10 billion of EFSD+ guarantees in the MENA region.

If you are interested in joining a positive minded team working on flagship external actions' initiatives that are transformative, impactful and critical for future generations, please apply!



## **WE PROPOSE**

We offer an interesting and challenging position of Policy Officer, available as of 01/01/2027.

The selected candidate will contribute, under the supervision of an official, to the implementation of the Global Gateway Strategy in the Mediterranean mainly through an increased engagement with the EU's private sector.

Moreover, the candidate will:

- Contribute to the implementation of DG MENA's Private Sector Engagement Strategy and related financial instruments.
- Contribute to sector analysis and other thematic analyses.
- Contribute to definition of private sector investment strategies in cooperation with the geographical units and EU Delegations.
- Contribute to the policy dialogue with the partner countries, donors and other relevant stakeholders in all areas of relevance.
- Contribute to the assessment and selection of proposals concerning investments and private sector support, in cooperation with the international finance institutions (IFIs), geographical units and EU delegations.
- Manage contracts related to private sector investment under the framework of EU financial instruments.
- Monitor of the private sector strategy implementation in DG MENA, also in relation of work of other line DGs; provide policy advice.
- Maintain regular contacts with the Commission Delegations in DG MENA countries.
- Ensure good and effective contacts with all relevant stakeholders, including national authorities and institutions, as well as relevant Commission Directorates General.
- Assist Commission representatives in relevant donor and other stakeholder meetings (e.g. IOs and IFIs, including OECD, World Bank, IMF, UN etc.) NGOs and other local non-state actors.
- Facilitate and contribute to steering of seminars, workshops and other stakeholder meetings on specific subjects relevant to the above.
- Contribute to the organisation of network meetings among DG MENA and EU Delegations' desks working on the above issues.
- Correctly apply the Commission's document management rules to the documents for which the job holder is responsible, following the instructions of the HoU and with the help of the DMO correspondent in the unit; ensure in particular the correct registration and filing of documents.

## **WE LOOK FOR**

The jobholder will work under the supervision of the Team Leader for the implementation of DG MENA private sector engagement strategy. The job requires a motivated and responsible professional with previous experience in economic analysis; analysis of investment trends; contributing to the design of private sector engagement strategies.

Job-Related experience of at least 3 years is essential.



Knowledge of EU financial instruments and knowledge and experience in the EU external assistance and project management would be an asset.

Work experience in developing countries (incl. in EU delegation) would be an asset.

Good oral and written communication skills are essential.

Advanced knowledge of Excel and data management tools is an advantage.

## **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 [MENA-A3@ec.europa.eu](mailto:MENA-A3@ec.europa.eu) indicating the call for interest reference EC/2026/MENA/525988 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://europa.eu/europass/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.

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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>



## **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.

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.