



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.



Information Systems Assistant

Directorate-General Human Resources and Security (DG HR) of the European Commission

Selection reference: HR/COM/2026/1906

Domain: EU's internal and external security

Where: Unit HR.DS.2 - Investigations & Analysis, Brussels

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

Grade range: AST1-3

Publication deadline: 09.10.2026 - 12.00 (Brussels time)

WE ARE

We are HR.DS.2, the Unit responsible for Investigations & Analysis within the Security Directorate of DG Human Resources and Security. Our mission is to protect the Commission's staff, assets and information against all kind of threats stemming from terrorism, violent extremism, hostile intelligence and other origins. The Unit is composed of about 40 staff members (including Seconded National Experts), divided into four sections, working in a dynamic and friendly environment. The main tasks of the Unit are counter-intelligence (CI) and counter-terrorism (CT) work, threat assessments, cyber response (CART) and open source intelligence (OSINT). The Unit is responsible for carrying out security investigations in the fields of espionage and terrorism, as well as raising awareness of staff members, including Cabinets and Commissioners about CI and CT-related security risks. The Unit is the Commission's point of contact for Member States' security and intelligence services.

WE PROPOSE

We propose an engaging and rewarding position as Information Security System Administrator, offering an excellent opportunity for a candidate with a good sense of initiative and responsibility. The Information Security System Administrator will perform the following basic tasks (non-exhaustive list): manage and maintain the Unit's IT infrastructure for various environments (OSINT, classified systems, etc.), draft technical documentation, provide support to users, contribute to financial processes, etc. The Information Security System Administrator will work within the Investigations & Analysis Operational Support team of the Unit. The IT projects of the Unit are developed in close cooperation with its end-users (i.e. analysts and investigators), as the IT is integral part of the Operational Support concept.

WE LOOK FOR

We are a friendly and dynamic team, looking for a motivated, team-oriented colleague with good interpersonal skills, strong self-organisation abilities, and a solid sense of judgement and discretion. As our technical environment is constantly evolving, we value adaptability, initiative, and



a strong will to learn over a rigid set of specific tools. We are looking for a colleague who can bridge the gap between technical and non-technical stakeholders and who has the drive to introduce new, effective solutions.

An ideal candidate should have:

- At least 3 years of experience as a system administrator, or proof of a suitable certification or degree.
- Strong hands-on experience in secure systems administration.
- Profound knowledge in all aspects of Windows-based systems in addition to a working knowledge of Linux-based systems.
- Experience in business analysis and translation of business needs to concrete IT solutions.
- Experience with end-user, network, security, server and storage hardware administration and maintenance.
- Experience administrating and supporting virtualization and containerization products.
- Experience administrating and supporting middleware and application-level software (relational databases, application servers, mail servers).
- Proven analytical and organisational skills and good written and oral communication skills.
- Knowledge on contract management practices for the purchase of goods and services in relation with IT projects.

In addition, the following expertise would be an asset:

- Information retrieval from the Internet and Open Sources Intelligence (OSINT).
- IT Security: security policies, IT risk management, EUCI accreditation, technologies (encryption, TEMPEST, ...).
- Document and knowledge management, data analytics.

The nature of work requires a good knowledge of English, and knowledge of French is an asset.

The candidate must either be a holder of a valid security clearance up to the level of "SECRET UE/EU SECRET" or be willing to undergo the national security vetting procedure in order to be allowed to perform her/his job.



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 HR-MAIL-DS2@ec.europa.eu indicating the selection reference HR/COM/2026/1906 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.

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).



➤ **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 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 both 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. Candidates are required to undergo a security vetting that is conducted with the national administration of the Member State.

➤ **Type of contract and working conditions**

The place of employment will be **Brussels**.

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.