

**VACANCY NOTICE**

**SECONDED NATIONAL EXPERT TO THE EUROPEAN COMMISSION**

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| **Post identification:**  (DG-DIR-UNIT) | **INTPA-F-1-** |
| **Head of Unit:**  **Email address:**  **Telephone:**  **Number of available posts:**  **Suggested taking up duty:**  **Suggested initial duration:**  **Place of secondment:** | **Stefano SIGNORE**  [**Stefano.Signore@ec.europa.eu**](mailto:Stefano.Signore@ec.europa.eu)  **+32 229-96559**  1  **1st quarter 2022 [[1]](#footnote-1)**  **2 years1**  ☒ **Brussels** □ **Luxemburg** □ **Other: ……………..** |
|  | ☒**With allowances** □  **Cost-free** |
| **This vacancy notice is also open to**  **□    the following EFTA countries :  □ Iceland □ Liechtenstein □ Norway □ Switzerland  □ EFTA-EEA In-Kind agreement (Iceland, Liechtenstein, Norway) □    the following third countries: □    the following intergovernmental organisations:** | |

**1. Nature of the tasks**

Unit INTPA F1 – Climate Change; Sustainable Energy and Nuclear Safety is offering a seconded national expert position under the responsibility of the Head of Unit to assist on climate and sustainable energy policies and programmes. The Unit is centre of expertise for EU international cooperation regarding sustainable energy and climate change. It provides expertise and supports partner countries in the area of climate change (mitigation and adaptation) including in achieving climate change objectives and targets (Nationally Determined Contributions) and preventing disaster risks. It also provides expertise on increasing partner countries’ capacities to attract investments for renewable energy and energy efficiency, including by supporting the improvement of their regulatory and market frameworks. The Unit acts as liaison point with other Commission DGs (such as ENER and CLIMA) and the EEAS, EU Member States and other stakeholders to ensure appropriate integration of the external dimension of internal policies and maximizing coherence and synergies with cooperation policy and priorities. It is also focal point for the relations with international organisations such as IRENA, IEA, the United Nations Framework Convention on Climate Change (UNFCCC) amongst others.

Main tasks:

• to assist the Unit in the formulation of policy and strategy orientations and guidelines in the fields of and climate change and sustainable energy transition, in good coordination with other services and partners.

• to support and inform activities in the climate change and sustainable energy fields with the aim of enhancing the quality and the impact of initiatives managed by DG INTPA, EU Delegations, as well as Development Finance Institutions or other stakeholders in third countries.

• to assist the Unit in the implementation of the objectives of the EU climate and sustainable energy strategies and policies on a global scale, focusing on the external dimension of the EU Green Deal, the Agenda 2030 and its SDGs 7 and 13, the Paris Agreement on climate change, as well as all other relevant initiatives pursued in the context of EU climate and energy diplomacy.

**2. Main qualifications**

**a) Eligibility criteria**

The following eligibility criteria must be fulfilled by the candidate in order to be seconded to the Commission. Consequently, the candidate who does not fulfil all of these criteria will be automatically eliminated from the selection process.

• Professional experience: at least three years of professional experience in administrative, legal, scientific, technical, advisory or supervisory functions which are equivalent to those of function group AD;

• Seniority: candidates must have at least one year seniority with their employer, that means having worked for an eligible employer as described in Art. 1 of the SNE decision on a permanent or contract basis for at least one year before the secondment;

• Linguistic skills: thorough knowledge of one of the EU languages and a satisfactory knowledge of another EU language to the extent necessary for the performance of the duties. SNE from a third country must produce evidence of a thorough knowledge of one EU language necessary for the performance of his duties.

**b) Selection criteria**

Diploma

- university degree or

- professional training or professional experience of an equivalent level

in the field(s) : preferably energy, climate, environmental studies, and/or international development or related fields.

Professional experience

At least 3 years of proven, full-time professional experience in one or more areas relevant to:

* Climate change and sustainable energy policy analysis, formulation and monitoring;
* Climate change and sustainable energy project design, management and coordination;
* International cooperation and development policy in the field of sustainable energy and climate change.
* Good capacity to produce written contributions and to ensure coordination of activities related to climate and sustainable energy policies in a multilateral environment;
* Familiarity with the process of international climate negotiations under the UNFCCC would be an asset;
* Previous experience in a country representation of a bilateral, multilateral or international organisation or in a bilateral aid agency/ministry (e.g. EU Delegation, an EU Member State Embassy/development agency office or an UN regional office) would be an asset.
* Previous experience with blended finance instruments is considered an asset.

Language(s) necessary for the performance of duties

Excellent writing and oral communication skills in English (C2). Good working knowledge of French is an asset (C1).

**3. Submission of applications and selection procedure**

Candidates should send their application according to the **Europass CV format** (<http://europass.cedefop.europa.eu/en/documents/curriculum-vitae>) in English, French or German **only to the Permanent Representation / Diplomatic Mission to the EU of their country**, which will forward it to the competent services of the Commission within the deadline fixed by the latter.The CV must mention the date of birth and the nationality of the candidate. **Not respecting this procedure or deadlines will automatically invalidate the application.**

Candidates are asked not to add any other documents(such as copy of passport, copy of degrees or certificate of professional experience, etc.). If necessary, these will be requested at a later stage.

Candidates will be informed of the follow-up of their application by the unit concerned.

**4. Conditions of the secondment**

The secondment will be governed by the **Commission Decision C(2008)6866 of 12/11/2008** laying down rules on the secondment to the Commission of national experts and national experts in professional training (SNE Decision).

The SNE will remain employed and remunerated by his/her employer during the secondment. He/she will equally remain covered by the national social security system.

Unless for cost-free SNE, allowances may be granted by the Commission to SNE fulfilling the conditions provided for in Art. 17 of the SNE decision.

During the secondment, SNE are subject to confidentiality, loyalty and absence of conflict of interest obligations, as provided for in Art. 6 and 7 of the SNE Decision.

If any document is inexact, incomplete or missing, the application may be cancelled.

Staff posted in a **European Union Delegation** are required to have a security clearance (up to SECRET UE/EU SECRET level according to Commission Decision (EU, Euratom) 2015/444 of 13 March 2015, OJ L 72, 17.03.2015, p. 53).

The selected candidate has the obligation to launch the vetting procedure before getting the secondment confirmation.

**5. Processing of personal data**

The selection, secondment and termination of the secondment of a national expert requires the Commission (the competent services of DG HR, DG BUDG, PMO and the DG concerned) to process personal data concerning the person to be seconded, under the responsibility of the Head of Unit of DG HR.DDG.B4. The data processing is subject to the SNE Decision as well as the Regulation (EU) 2018/1725.

Data is kept by the competent services for 10 years after the secondment (2 years for not selected or not seconded experts).

You have specific rights as a ‘data subject’ under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725, in particular the right to access, rectify or erase your personal data and the right to restrict the processing of your personal data. Where applicable, you also have the right to object to the processing or the right to data portability.

You can exercise your rights by contacting the Data Controller, or in case of conflict the Data Protection Officer. If necessary, you can also address the European Data Protection Supervisor. Their contact information is given below.

**Contact information**

* **The Data Controller**

If you would like to exercise your rights under Regulation (EU) 2018/1725, or if you have comments, questions or concerns, or if you would like to submit a complaint regarding the collection and use of your personal data, please feel free to contact the Data Controller, HR.DDG.B.4, [HR-MAIL-B4@ec.europa.eu](mailto:HR-MAIL-B4@ec.europa.eu).

* **The Data Protection Officer (DPO) of the Commission**

You may contact the Data Protection Officer ([DATA-PROTECTION-OFFICER@ec.europa.eu](mailto:DATA-PROTECTION-OFFICER@ec.europa.eu)) with regard to issues related to the processing of your personal data under Regulation (EU) 2018/1725.

* **The European Data Protection Supervisor (EDPS)**

You have the right to have recourse (i.e. you can lodge a complaint) to the European Data Protection Supervisor ([edps@edps.europa.eu](mailto:edps@edps.europa.eu)) if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data by the Data Controller.

To the attention of candidates from third countries: your personal data can be used for necessary checks.

1. These mentions are given on an indicative basis only (Art.4 of the SNE Decision). [↑](#footnote-ref-1)