

**VACANCY NOTICE FOR A POST OF SECONDED NATIONAL EXPERT**

DG – Directorate – Unit	DG TRADE C.1
Post number in sysper:	437405
Contact person:	Cristina MIRANDA GOZALVEZ
Provisional starting date:	4th quarter 2024
Initial duration:	2 years
Place of secondment:	<input type="checkbox"/> Brussels <input type="checkbox"/> Luxemburg <input checked="" type="checkbox"/> Other: Kenya
Type of secondment	<input type="radio"/> With allowances <input checked="" type="radio"/> Cost-free
This vacancy notice is open to: <input checked="" type="radio"/> EU Member States as well as <input type="checkbox"/> The following EFTA countries: <input type="checkbox"/> Iceland <input type="checkbox"/> Liechtenstein <input type="checkbox"/> Norway <input type="checkbox"/> Switzerland <input type="checkbox"/> The following third countries: <input type="checkbox"/> The following intergovernmental organisations: ... <input type="radio"/> EFTA-EEA In-Kind agreement (Iceland, Liechtenstein, Norway)	
Deadline for applications	<input type="radio"/> 2 months <input checked="" type="radio"/> 1 month Latest application date: 25-02-2025

Entity Presentation (We are)

This job, located in the Delegation to Kenya, is administratively attached to DG TRADE unit C.1 ‘African, Caribbean and Pacific, Overseas Countries and Territories’.

DG TRADE has the task of conducting the EU trade policy, one of the exclusive competences of the EU. Trade policy plays a critical role in foreign policy to create growth and jobs as the EU tries to meet the challenges of globalisation. We are a friendly and hardworking Unit, in a very interesting and challenging area of work. The Unit is

responsible for trade relations with African, Caribbean and Pacific (ACP) countries and regions, as well as overseas countries and territories. We are negotiating, implementing and monitoring Economic Partnership Agreements (EPAs) and contributing to the overall policy definition in areas related to EPAs and trade cooperation with these regions. The Unit offers a close-knit, friendly and stimulating working environment and is composed of a dynamic and motivated team of 13 people in headquarters and 25 in EU Delegations. It is well balanced in terms of geographic origin, and the integration of new staff members has always occurred very rapidly and effectively.

Job Presentation (We propose)

We propose a very interesting job as Trade Policy Officer, contributing to the planning and coordination of the Delegation's work on trade and investment matters with Kenya.

Under the authority of the Head of Delegation, and under the supervision of the Head of the Trade Section, the colleague's main focus will be to:

- Monitor and analyse trade, investment and economic developments relating to EU-Kenya relations.
- Support the implementation of the Economic Partnership Agreement (EPA) between EU and Kenya.
- Provide the necessary working relations with relevant national authorities, private sector representatives and professional organisations. Develop close working contacts with EU Member States' representatives and EU business community in Kenya.
- Follow closely and provide input to development cooperation programming related to trade/private sector development in the EAC region.
- Monitor and report regularly to Headquarters on all trade issues.
- Contribute to regular press/media reviews. Provide on request briefings, draft speeches, statements, press releases, social media post and articles concerning the area assigned.
- Provide support to organisation of the EU-Kenya Business Forums and other relevant events to promote trade and investments between the EU and Kenya.
- Advice and support Head of Delegation, Political Section and Cooperation Section on trade and investment issues, in particular in the framework of the EU//Kenya strategic dialogue.

The indicative date for taking up duties is the 4th quarter 2024.

Jobholder Profile (We look for)

The successful candidate should have an international relations background preferably with knowledge and experience on trade and investment policies. Previous experience in negotiations and implementation of trade agreements will be an asset. Experience with

development cooperation is also welcomed. Other important requirements are good oral and written communication skills in English and a sense of initiative and responsibility.

Eligibility criteria

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).

Under the terms of the SNE Decision, you need to comply with the following eligibility criteria at **the starting date** of the secondment:

- **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:** having worked for at least one full year (12 months) with your current employer on a permanent or contract basis.
- **Employer:** must be a national, regional or local administration or an intergovernmental public organisation (IGO); exceptionally and following a specific derogation, the Commission may accept applications where your employer is a public sector body (e.g., an agency or regulatory institute), university or independent research institute.
- **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. If you come from a third country, you must produce evidence of a thorough knowledge of the EU language necessary for the performance of his duties.

Conditions of secondment

During the full duration of your secondment, you must remain employed and remunerated by your employer and covered by your (national) social security system.

You shall exercise your duties within the Commission under the conditions as set out by aforementioned SNE Decision and be subject to the rules on confidentiality, loyalty and absence of conflict of interest as defined therein.

In case the position is published with allowances, these can only be granted when you fulfil the conditions provided for in Article 17 of the SNE decision.

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](#)). It is up to you to launch the vetting procedure before getting the secondment confirmation.

Submission of applications and selection procedure

If you are interested, please follow the instructions given by your employer on how to apply.

The European Commission **only accepts applications which have been submitted through the Permanent Representation / Diplomatic Mission to the EU of your country, the EFTA Secretariat or through the channel(s) it has specifically agreed to.** Applications received directly from you or your employer will not be taken into consideration.

You should draft your CV in English, French or German using the **Europass CV format** ([Create your Europass CV | Europass](#)). It must mention your nationality.

Please do not 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.

Processing of personal data

The Commission will ensure that candidates' personal data are processed as required by Regulation (EU) 2018/1725 of the European Parliament and of the Council ⁽¹⁾. This applies in particular to the confidentiality and security of such data. Before applying, please read the attached privacy statement.

⁽¹⁾ Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L 295, 21.11.2018, p. 39)