

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

DG – Directorate – Unit	DG DEFIS A2
Post number in sysper:	368928
Contact person:	<b>KAINZ-HUBER</b> Sylvia
Provisional starting date:	4th quarter 2024
Initial duration:	2 years
Place of secondment:	<input checked="" type="checkbox"/> Brussels <input type="checkbox"/> Luxemburg <input type="checkbox"/> Other: <a href="#">Click or tap here to enter text.</a>
Type of secondment	<input checked="" type="radio"/> With allowances <input type="radio"/> Cost-free
This vacancy notice is open to: <input checked="" type="radio"/> EU Member States as well as <input checked="" type="checkbox"/> The following EFTA countries: <input type="checkbox"/> Iceland <input type="checkbox"/> Liechtenstein <input checked="" 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

**Entity Presentation (We are)**

The mission of Unit A.2 is to contribute, through the effective implementation of defence-related programmes, including the European Defence Fund (EDF) and its precursor programmes, to the strengthening of the European Defence Technological and Industrial Base (EDTIB), for a more competitive, innovative and integrated European defence industry and in support of EU's strategic autonomy.

In close collaboration and in a flexible set-up with Units A.1, A.3 and A.4, A.2's specific contribution to the effective implementation of the defence-related programmes focuses

on the programming of the related activities, as well as on the conception and implementation, within and around the framework of the programmes, of the policies and specific measures in support of the participation of SMEs in the programme. The unit is also responsible for other support activities in relation to security and ethics, as well as for ensuring the coherence of the programmes' activities with other EU policies.

### **Job Presentation (We propose)**

Policy officer

The seconded national expert will work under the supervision of a Commission official. Without prejudice to the principle of loyal cooperation between national/regional or local administrations and the Commission, he/she shall carry out his/her duties and conduct himself/herself solely with the interests of the European Union in mind. The seconded national expert shall not represent the Commission with a view to entering into commitments, whether financial or otherwise, or negotiate on its behalf.

Overall, the objective is to contribute to the implementation of European defence-related programmes, including the European Defence Fund as well as other defence industrial programmes.

This includes notably to:

- Contribute to the priority setting and preparation of work programmes and related calls for proposals in close cooperation with EU Member States and Norway, as well as of any long-term planning/strategic considerations;
- Clarify and handle horizontal aspects related to the implementation of the defence-related programmes in close cooperation with relevant central Commission services;
- Draft legal texts related to the preparation and/or implementation of the Commission's defence industrial funding programmes and initiatives;
- Support Commission staff in the preparation of grant or other agreements (related to legal and/or financial aspects), and the monitoring of projects funded, in particular to ensure that individual projects are implemented in accordance with the provisions of the signed agreements. Ensure that project milestones are reached and organise relevant follow-up of the projects.

### **Jobholder Profile (We look for)**

#### Diploma

- university degree or
- professional training or professional experience of an equivalent level

in law or any field potentially related to defence industry and defence capacity building.

#### Professional experience

Strong experience (from 3 to 5 years) in:

- a) Preparing and/or implementing defence R&D programmes and projects, at national, multi-lateral or European level;
- b) Setting and monitoring defence capability priorities at national, multi-lateral or European level;
- c) Handling of defence-related procurements at national, multi-lateral or European level;
- d) Participating in national, multi-lateral or European discussions and negotiations related to the above.
- e) Drafting of legal texts related to defence, e.g. in the context of preparation of R&D programmes or procurements.

Good drafting skills, ability to work in team and to deliver on time are required. Good presentational skills by using Excel and PowerPoint would be an asset.

The post requires candidates to be in possession of a valid Personnel Security Clearance (PSC) at EU Secret level.

#### Language(s) necessary for the performance of duties

A good command of English is necessary for the performance of the duties and the efficient communication with internal and external stakeholders.

#### **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 <sup>(1)</sup>. This applies

---

<sup>(1)</sup> 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)

in particular to the confidentiality and security of such data. Before applying, please read the attached privacy statement.