

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

DG – Directorate – Unit	DGT.A.MT.2 - Maltese-language department
Post number in sysper:	Click or tap here to enter text.
Contact person:	Reuben SEYCHELL
Provisional starting date:	4 th quarter 2024
Initial duration:	2 years
Place of secondment:	<input type="checkbox"/> Brussels <input checked="" type="checkbox"/> Luxemburg <input type="checkbox"/> Other: Click or tap here to enter text.
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 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 checked="" type="radio"/> 2 months <input type="radio"/> 1 month Latest application date: 25-07-2024

Entity Presentation (We are)

Unit MT-2, is based in Luxembourg and is one of the two units of the Maltese Language Department of the European Commission's Directorate-General for Translation (DGT). We are responsible for the translation into Maltese, from all EU official languages (mostly from English), of documents received from DGs, Commissioners' Cabinets and other services of the European Commission. We deal with legislation, policy documents, press

releases and material for the public on a very wide spectrum of domains of relevance to the life of EU citizens. Some examples are

- health measures related to infectious diseases in humans, animals and plants, documents on protected and endangered species;
- food safety and denominations of food products, like wines, cheeses, and many other vernacular produce;
- cross cutting environmental topics like global warming, zero emission targets, energy technology and production, water management, waste management, building standards;
- the continuous technological and engineering upgrades in the transportation industry, sea, road or air transport;
- the digitalisation of life, with data management, artificial intelligence, cybersecurity, data protection, telecommunications;
- employment policy, education and culture initiatives of the EU, together with scientific research programmes;
- financial documents, taxation and statistics;
- policy initiatives on defence and space.

Job Presentation (We propose)

We offer a challenging and stimulating position working with the European Commission, the executive of the European Union, where most of the legislative proposals and all implementing legislation and technical standards originate. The position offers the possibility to work in a friendly and dynamic team. We encourage training development, and we provide a wide-ranging training offer aimed at improving the individual's and teams capacity to deal with various work situation, being soft skills, IT skills or specialised thematic skills. We promote a healthy work-life balance. We also offer hybrid working arrangements through a mix of telework and work from office.

Jobholder Profile (We look for)

We are looking for a new colleague to take up an interesting and challenging post as a Seconded National Expert. We are looking for a dynamic and motivated colleague who has an good command of Maltese and English. As an early adopter of cutting-edge language technologies, DGT offers the opportunity to work with the newest translation technology. Tasks of the Seconded National Expert include:

- in the domain of sector-specific translation, provide terminological advice and help to the translators and terminologists of the Maltese Language Department;
- translate and revise, from a terminological point of view, legislative and other legal texts that have been translated by the Department's or external translators;
- participate in terminological research;
- organise and deliver presentations on topics of interest for the Department's staff;
- help to extend the network of contacts and provide a link between national institutions / authorities / services and the Maltese Language Department in DGT.

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)