

## How is fairness ensured?

When you apply, the Commission will evaluate your merits, particularly your efficiency, integrity and ability to work as a senior manager. The Commission applies an equal opportunities policy aimed at further increasing the share of women in management functions; applications from women are particularly encouraged.

The entire selection process is designed to guarantee equal treatment and a fair comparison of all candidates.

## How is feedback provided?

You will be informed of the outcome of your application at each stage of the selection process, from pre-selection up to appointment. You may request feedback after each stage.

Once the CCA has proposed the shortlist of candidates to be interviewed by the Commissioner, you can ask for oral feedback on the results of the assessment centre from the external consultant.

The Permanent Rapporteur will provide you with informal feedback on your performance at the CCA interview and identify with you possible areas for further development in view of future applications.

## What about expense reimbursements?

If you are invited for an interview or assessment centre, you can – under certain conditions – claim reimbursement of your travel expenses and of some daily subsistence costs.

## Contacts

For more information please send an email to:  
[HR-management-online@ec.europa.eu](mailto:HR-management-online@ec.europa.eu)

You can find all current senior management vacancies at:  
<https://ec.europa.eu/dgs/human-resources/seniormanagementvacancies/>



Interested in a  
top job at the  
**European  
Commission?**

Find out more about  
the selection process  
for senior managers



## Where to begin?

At the European Commission, top management selection is a highly competitive process which involves several steps.

If you wish to apply for the post of Director-General, Deputy Director-General, Director or Principal Adviser, you will need to register and submit your application **online** at:

<https://ec.europa.eu/dgs/human-resources/seniormanagementvacancies/>

Please read carefully the vacancy notice before applying. There you will find information on eligibility, such as knowledge of languages, diplomas, professional and managerial experience required, as well as the selection criteria for the post. Make sure you meet all requirements at the outset, so as to avoid being excluded later in the process.

### 1 Pre-selection

The recruiting Directorate-General will set up a Pre-selection Panel to **examine all applications** (CV and motivation letter) and to establish a shortlist of candidates who are considered to have the best profile for the post.

If you pass this stage, you will be invited for an **interview** with the Pre-selection Panel to assess your skills against the selection criteria specified in the vacancy notice.

### What is the CCA?

If you succeed in the pre-selection phase, your application will be submitted to the **Consultative Committee on Appointments (CCA)**, an advisory body that establishes the list of candidates to be proposed for appointment by the College of Commissioners. The CCA meets in different configurations (depending on the level of post to be filled) but it generally includes senior managers from the Commission's Secretariat-General, the Directorate-General for Human Resources and the recruiting Directorate-General.

The Secretariat of the CCA will also validate your eligibility through a detailed **verification** of your diplomas, certificates and supporting documents.

### 2 Assessment centre

Once the CCA has agreed with the proposal of the Pre-selection Panel, you will be invited to attend a **full-day** assessment centre run by an external human resources consultant at their premises.

The assessment centre comprises a series of **simulation exercises** aimed at testing your overall management skills, with a focus on analytical, organisational, presentational and interaction capacities.

Your assessment centre results will be made available to the CCA members on the day of your interview and will remain valid for two years.

### 3 CCA interview

Before your interview with the CCA, you may contact the Permanent Rapporteur to the CCA. He will talk you through your upcoming interview and answer any question you may have.

The **CCA interview** will focus on your ability to perform at senior management level.

Following the interviews, the CCA will propose a shortlist of candidates it considers suitable for the post.

### 4 Interview with the Commissioner

If you have been shortlisted by the CCA, you will be admitted to the final stage of the selection process, which is the interview with the portfolio Commissioner (and possibly other Members of the College; for Director-General and Deputy Director-General posts, specific rules apply).

### 5 Appointment

Following your interview, the College of Commissioners will take the final decision on senior management appointments during their weekly meeting, upon a proposal by the Vice-President in charge of Budget and Human Resources, in agreement with the President.

