Selection of temporary staff
for DG ENER of the European Commission

Selection reference: ENER/TA/COM/2022/2213

Function Group: Administrator

Grade: AD

Job title: Information Systems Officer - Infrastructure Service Delivery Manager

Job N°: 392729

Where: Unit ENER.E.2, "Euratom IT support", Luxembourg

Publication deadline: 15.03.2023 - 12.00 (Brussels time)

We are

Unit ENER.E2 "Euratom IT support" is the IT unit providing support to Euratom activities in Luxembourg.
This unit is responsible for the management of the IT infrastructure and the development of the information systems in the field of nuclear energy activities. The tasks concern all operational activities related to the IT infrastructure and equipment, end-users support and applications development within the Euratom network, including the handling of significant amounts of EU classified information.

We propose

An interesting and challenging position for an Information Systems Officer - Infrastructure Service Delivery Manager to become part of our dynamic unit. You will assist leading a team of officials and intra-muros service providers, in charge of the maintenance and development of the separate secure IT network. You will also be requested to participate in the design of the future IT strategy for the unit in line with the European Commission Digital Strategy. The job offers a large freedom for taking initiatives in a very captivating environment, good team spirit, and a work setup permitting the opportunity to interact with IT services across the Commission.

We look for

A motivated, dynamic and communicative person with a strong interest in digital/IT related issues.

The ideal candidate should be:
- autonomous and ready to take on responsibilities;
- customer oriented, capable of integrating different points of view and of promoting a collaborative approach;
- have experience in managing IT infrastructure (operational aspects of data center, including automation and orchestration, and the development of information systems, including the delivery process).
  Experience in coordinating/managing a small team would be an asset as well as a good understanding of service delivery processes (e.g. IT-Infrastructure Library).

A good knowledge of two EU official languages, including English or French is required. A good command of English would be an asset.

How to apply?

Interested candidates should send their CV and motivation letter in a single PDF document by the publication deadline to the following email address: HR-LUX-TA-VACANCIES@ec.europa.eu indicating the selection reference ENER/TA/COM/2022/2213 in the subject.

No applications will be accepted after the publication deadline.

ANNEX

1. Selection

> **Am I eligible to apply?**

You must meet the following eligibility criteria when you validate your application:

General criteria:

Candidates must comply with the following formal criteria for this selection procedure on the deadline for applications:

- Be a national of a Member State of the European Union (EU) and enjoy full rights as a citizen;
- Have fulfilled any obligations imposed by applicable laws concerning military service;
- Be physically fit to perform the duties linked to the post;
- Produce the appropriate character references as to suitability for the performance of the duties.

Qualifications:

In order to be recruited at this position, you must have at least:

(a) a level of education which corresponds to completed university studies of at least 4 years attested by a diploma OR

(b) a level of education which corresponds to completed university studies of at least 3 years attested by a diploma, followed by at least 1 year of relevant professional experience

Only qualifications issued or recognised as equivalent by EU Member State authorities (e.g. by the Ministry of Education) will be accepted. Furthermore, before recruitment, you will be required to provide the documents that corroborate the eligibility criteria diplomas, certificates and other supporting documents).

Languages:

Candidates must have

- a thorough knowledge (minimum level C1) in one of the 24 official languages of the EU
- a satisfactory knowledge (minimum level B2) in a second official language of the EU, to the extent necessary for the performance of the duties.

The official languages of the European Union are: BG (Bulgarian), CS (Czech), DA (Danish), DE (German), EL (Greek), EN (English), ES (Spanish), ET (Estonian), FI (Finnish), FR (French), GA (Irish), HR (Croatian), HU (Hungarian), IT (Italian), LT (Lithuanian), LV (Latvian), MT (Maltese), NL (Dutch), PL (Polish), PT (Portuguese), RO (Romanian), SK (Slovak), SL (Slovenian), SV (Swedish).

For details on language levels, please see the Common European Framework of Reference for Languages (https://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr).

> ➢ **What about the selection steps?**

The post has also been published internally in the Commission, inter-institutionally, and has been brought to the attention of competition laureates.

In accordance with Article 29 of the Staff Regulations, applications from Commission officials, officials from other Institutions and laureates of competitions have priority. It is only in case no suitable candidate can be found among the afore-mentioned categories that other applications will be considered[1].

The selection panel will choose a limited number of candidates for interview, based on the CV and motivation letter that they submitted. Due to the large volume of applications we may receive, only candidates selected for interview will be notified.

For operational reasons and in order to complete the selection procedure as quickly as possible in the interest of the candidates as well as that of the institution, the selection procedure will be carried out in English and possibly in a second official language.

2. Recruitment

Candidates selected for recruitment will be requested to supply documentary evidence in support of the statements made in their application.

The successful candidate will be required to undergo a mandatory pre-recruitment medical check-up, carried out by the Commission.

> ➢ **Type of contract and working conditions**

The place of employment will be in **Luxembourg**.

In case the successful candidate is an external candidate, s/he will be engaged as a **temporary agent under Article 2(b)/2(d) of the** Conditions of Employment of Other Servants**, in function group AD.**

The grade within the proposed grade range, as well as the step in that grade, will be defined on the basis of the duration of the candidates' previous professional experience, in accordance with

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[1] Officials from the Commission or other Institutions are invited to use the standard channels (Sysper or inter-institutional vacancy portal)

Commission Decision C(2013)8970 laying down the criteria applicable to classification in step on engagement.

The duration of the **1st contract could be 3 years.** The contract might then be extended only once for a maximum of 2 years. The duration of the extension will be defined according to the General Implementation Rules in force at that moment, in accordance with Commission Decision C(2013)9049 on policies for the engagement and use of temporary agents.

All new staff has to successfully complete a 9-month probationary period.

The pay of staff members consists of a basic salary supplemented with specific allowances, including, where applicable, expatriation and family allowances. The provisions guiding the calculation of these allowances can be consulted in the Conditions of Employment of Other Servants. As a member of staff of the European institutions, your pay is subject to a tax raised by those institutions.

The European Commission applies a policy of equal opportunities and non-discrimination in accordance with Article 1d of the Staff Regulations.

Should you need further information on working conditions, please refer to Working conditions and benefits of EU Careers.

For information related to Data Protection, please see the Specific Privacy Statement.

3. *How to appeal?*

Candidates have the right to submit complaints under Article 90(2) of the Staff Regulations, should they wish to challenge any act adversely affecting them taken during this procedure. Such complaints may be addressed to the Appeals and Case Monitoring Unit of DG HR (HR-MAIL-F6@ec.europa.eu).