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*Temporary agent -  
Programme Manager – Policy Officer*

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**Vacancy notice:** COM/2023/2449

**Function group:** Administrator

**Grade:** AD5-AD8

**Unit:** DIGIT.B.2, Brussels

**Publication:** until 20/10/2023, 12.00 hours noon Brussels time

## **We are**

The Directorate-General for Informatics (DIGIT) is responsible for the management and co-ordination of information and telecommunication technology for the Commission's services and, in particular, for identifying, articulating and implementing a modern and dynamic corporate Information Technology vision and a strategy which is fully aligned with the Commission's overall priorities, in close cooperation with the IT governance structures.

Unit DIGIT.B2 “Interoperability” designs and implements the EU’s policy in the area of digital government/public sector interoperability. Interoperability – the capability of systems and organisations to cooperate across functional, sectoral and physical borders – is an important support function for successful digital transformation. While our focus is on the public sector, we seek also to stimulate innovation through public-private cooperation under the label “GovTech”.

Our proposal for a regulation, [the Interoperable Europe Act](#), aims to strengthen public sector interoperability and will serve as our main policy framework for the years to come. We interact and support Member States (country CIOs and central digital transformation offices), partners at regional and local levels, with international organisations and third countries (UN, OECD, World Bank, Western Balkans) and with private sector players (GovTech SMEs and startups, open-source communities, academia).

The policy work is supported and implemented by a set of more technically oriented actions under the umbrella of the SEMIC action – Semantic Interoperability, which is the home to a community of adopters that share tooling, standards and good practices to promote semantic interoperability.

## **We propose**

There is currently an open vacancy in DIGIT.B2. According to Article 29 of the Staff Regulations, the candidatures from officials of the Institutions and laureates of competitions have precedence over candidatures from other categories of persons. The post is therefore also published internally in the Commission and inter-institutionally, and it is brought to the attention of competition laureates via the appropriate channels. However, should no suitable candidate be found among the aforementioned categories, it would be possible to consider other candidates, for a temporary agent position.

For these reasons, any person fulfilling the selection requirements may express his/her interest for the post.

We propose an exciting job as a **Programme Manager – Policy Officer** responsible for actions to promote semantic interoperability in the context of cross-border exchange of public sector data. In parallel to the creation and usage of data models and linked data methods & tools, Artificial Intelligence – especially Machine Learning (ML) and Natural-Language Processing (NLP) are also leveraged for a stronger cross-border interoperability.

You will contribute to the development of the various areas where semantic interoperability is a key component, e.g. base registries, catalogues of services, legislations with data collection, data spaces. You will coordinate pilots & studies to support Member States and to accompany the public sector in becoming data-driven.

In particular:

- Ensure that policy priorities are effectively reflected in the work programme of the Digital Europe Programme/Interoperability and other relevant funding programmes: definition, development and implementation of policies and actions, including preparing, launching, and closing contracts, as well as guiding and supervising project consortia and external teams.
- Ensure cooperation with relevant stakeholders;
- Support stakeholders with technical expertise in the field of data modelling, ML, NLP and Linked Data methods and tools for the promotion of semantic interoperability, involving consultancy, onboarding, training & piloting activities;
- Promote our semantic tools and assets in EU policy contexts (e.g. standardisation activities, EDIB, etc....)
- Contribute to the development of the Interoperable Europe Support Centre;
- Write briefings and speeches, contribute to inter-service consultations and consultation groups organised and present at events and workshops.

## **We look for**

Enthusiastic candidates with a background in Computer Science or Data Science with excellent presentation, communication and networking skills who can explain the principles of semantic interoperability to a broad audience, including non-technical.

Hands-on experience and an existing network within the community of semantic web, linked data, AI, NLP or machine learning, especially in the context of public sector digital transformation, are considered as an important plus.

Other desirable skills and experience include in particular:

- Excellent oral and written communication as well as organisational skills, political judgement and very good understanding of the EU's policy priorities in the digital domain as well as EU's decision-making processes;
- Capacity to convene and steer technological experts in the field of data modelling, ML, NLP and Linked Data as well as informing stakeholders with a policy background on the possibilities and challenges of data sharing, automating public services;
- Translation of business requirements (e.g. expressed in UML) into high-level data models and the relevant serialisation formats (e.g. XSD or JSON-LD);
- Hands-on understanding of thesauri, code lists and taxonomies to derive more value out of semi- and non-structured text;
- A good understanding of the policies in the digital domain and technology – the opportunities and challenges (in particular for public administration);
- Ability to analyse, synthesise and communicate complex concepts and reports for briefings and communication materials aimed at different audiences, and policy messages that are adapted to them;
- Strong interpersonal skills to proactively engage with key interlocutors within DG DIGIT as well as in other services and with external stakeholders.

The successful candidate will be a good team player, proactive, with a strong sense of initiative, who enjoys working with autonomy. The position will also require the flexibility and resilience to work well under time pressure.

Previous experience in digital government, digital and/or internal market policymaking, managing teams and digitalisation projects (procurement or grants) with Member States and at EU level is an asset.

## **Am I eligible to apply?**

### **General conditions:**

In order to be eligible for the post, the candidate must, as a minimum, fulfil the following conditions:

- be a national of one of the Member States of the Union and enjoy his/her full rights as a citizen;
- to have fulfilled any obligations imposed on him/her by the laws concerning military service;
- produce the appropriate character references as to his/her suitability for the performance of his/her duties;

- be physically fit to perform his/her duties; and
- produce evidence of a thorough knowledge of one of the languages of the Union and of a satisfactory knowledge of another language of the Union to the extent necessary for the performance of his duties.

### **Specific conditions - Languages**

The language mostly used in the unit is English. A good level of English is required, French is an asset, as are other languages, given our close interaction with Member States.

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>)

### **Specific conditions - qualifications & professional experience**

Candidate should have at least:

- a level of education corresponding to at least 3 years' completed university studies attested by a diploma, ideally followed by a minimum of 2 years' professional experience in ICT.

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 your eligibility and the information in your application form (diplomas, certificates and other supporting documents)

### **Selection procedure**

No applications will be accepted after the closing date of the vacancy.

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 received only candidates selected for interview will be notified.

Should they be chosen, candidates will be requested, as part of the actual recruitment procedure, to supply documentary evidence, in original, in support of the statements made in the application.

For functional 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/or French only.

Should a position be offered, candidates will be required to undergo a mandatory pre-recruitment medical check-up, carried out by the Commission medical service.

## **Type of contract**

The successful candidate will be engaged as a temporary agent under Article 2(b) of the CEOS in function **group AD**.

He/she will be classified depending on the length of his/her previous professional experience in step 1 or step 2 within AD grade (AD5-AD8), in accordance with [Commission Decision C\(2013\)8970](#).

The duration of the initial contract is three years. The contract might then be extended only once for a maximum of 2 years and in the interest of service. 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.

Applicants should note the requirement under the Staff Regulations for all new staff to complete successfully a nine-month probationary period.

For any further information on contractual and working conditions, please refer to the Conditions of Employment of Other Servants of the European Communities, which are available at the following link: <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A01962R0031-20140501>

## **Pay**

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](#).

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

## **How to apply**

The interested candidates should send their CV + motivation letter respecting the deadline of the vacancy to the following email address:

Leontina SANDU: [DIGIT-B2@ec.europa.eu](mailto:DIGIT-B2@ec.europa.eu)

Please mention in the subject of your application the title of the job “*Programme Manager – Policy Officer*”.

## **Appeals**

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](mailto:HR-MAIL-F6@ec.europa.eu)).

## **Equal opportunities**

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

## **Data Protection**

For information related to Data Protection, please see the [Specific Privacy Statement](#).