



NOTICE OF VACANCY

SECONDED NATIONAL EXPERTS TO THE EUROPEAN COMMISSION

Directorate general: Directorate: Unit: Head of Unit: Telephone: Number of available post: Category Suggested taking up duty: Suggested initial duration: Place of secondment: Specificities:	Enterprise and Industry F – Resources Based, Manufacturing and Consumer Goods Industries 3 – Raw Materials, Metals, Minerals and Forest-based Industries Mattia Pellegrini +32 2 295 41 38 1 Administrator (AD) Second quarter 2013¹ 2 year(s)¹ Brussels None This vacancy notice is opened to all Member States' candidates
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1	Nature of the tasks: <p>To contribute to the implementation of the EU's raw materials strategy, as defined in the Commission's Communications COM(2008) 699 final and COM (2011) 25 final, as well as to the deployment of the European Innovation Partnership on Raw Materials (Communication COM(2012) 82 final).</p> <p>This involves notably:</p> <ul style="list-style-type: none"> - to contribute to the research and innovation aspects of the EU raw materials strategy; - to manage studies and raw materials dialogues with third countries; - to contribute to EU policies in the area of mining waste, mining laws and permitting processes and nature preservation and rehabilitation of mining sites; - to contribute to Commission positions relating to exploration of raw materials, mining technologies as well as minerals processing and refining; - to contribute to the work of the Commission's Raw Materials Supply Group; - to contribute to the activities related to the governance structure of the European Innovation Partnership on Raw Materials as well as to support the preparation by the Commission of the Strategic Implementation Plan (SIP); - to prepare Annual Work Programmes for funding under the European Innovation Partnership on Raw Materials. <p>Close and regular contacts are required with the responsible Commission departments, Member States and relevant stakeholders.</p>
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2	Main qualifications: <p>a) Eligibility criteria</p> <p>The following eligibility criteria are to be fulfilled by the candidate in order to be seconded to the Commission. Consequently, the candidate who does not fulfil one of them will be automatically eliminated from the selection process.</p>
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¹ These mentions are provided on an indicative basis only (Art.4 of the SNE Decision).

- Professional experience : at least three years' experience in administrative, legal, scientific, technical, advisory or supervisory functions which can be regarded as equivalent to those of function groups AD;
- Seniority : at least one year by your employer, that is having worked for an eligible employer (as described in Art. 1 of the SNE decision) on a permanent or contract basis for at least 12 months before the secondment;
- Linguistic skills: thorough knowledge of one of the EU official languages and a satisfactory knowledge of another EU official language to the extent necessary for the performance of the duties. An SNE from a non-member country must produce evidence of a thorough knowledge of one Community language necessary for the performance of his duties.

b) Selection criteria

- Diploma: University degree, for example in economics or geosciences, or similar degrees.
- A strong capacity to analyse and understand the environmental, economic and social issues related to mining is needed.
- Professional experience: Extensive experience (at least 5 years) in the areas of responsibility would be considered as an additional asset.
- Language(s) necessary for the performance of duties: Good command (oral and written) of English and/or French language is needed, knowledge of other EU languages would be an asset.

3 Submission of applications and selection procedure

Candidates should send their application according to the **Europass CV format** (<http://europass.cedefop.europa.eu/fr/documents/curriculum-vitae>) **only to the Permanent Representation** to the EU of their country, which will forward the applications to the competent services of the Commission within the deadline fixed by the latter. **Not respecting this procedure or deadlines will automatically invalidate the application.**

Candidates are required not to add 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.

Candidates will be informed of the follow-up of their application by the unit concerned.

4 Conditions of the secondment

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). This decision is available on http://ec.europa.eu/civil_service/job/sne/index_en.htm.

The SNE will remain employed and remunerated by his/her employer during the secondment. He/she will equally remain covered by the national social security.

Unless for cost-free SNEs, allowances may be granted by the Commission to SNEs fulfilling the conditions provided for in Art. 17 of the SNE decision.

During the secondment, SNEs are subject to confidentiality, loyalty and absence of conflict of interest obligations, as provided for in Art. 6 and 7 of the SNE Decision.

5 Processing of personal data

The selection, secondment and termination of the secondment of a national expert requires the Commission (the competent services of DG HR, DG BUDG, PMO and the DG concerned) to process personal data concerning the person to be seconded, under the responsibility of the Head of Unit of DG HR.B2. The data processing is subject to the SNE Decision as well as the Regulation (EC) No 45/2001 of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data.

Data is kept by the competent services for 10 years after the secondment (2 years for not selected or not seconded experts). If any document is inexact, incomplete or missing, the secondment may be cancelled.

Data subjects may exercise their right of access to data concerning them and the right to rectify such data by applying to the controller, in accordance with Article 13 of the Regulation on the processing of personal data. The candidate may send complaints to the European Data Protection Supervisor edps@edps.europa.eu.

To the attention of candidates from third countries: your personal data can be used for necessary checks. More information is available on http://ec.europa.eu/dgs/personnel_administration/security_en.htm

Information on data protection for candidates to a JRC post is available on: <http://ec.europa.eu/dgs/jrc/index.cfm?id=6270>