Career opportunities with the European Institutions and EPSO selection procedures
EU Institutions as employer
Who are we looking for?

- EU citizens
- Working in multicultural teams
- Minimum of 2 EU languages
- Graduates + Non-graduates
What do we offer?

- Interesting & challenging work
- International working environment
- Personal development, training courses
- Flexible working conditions
- Job mobility
- Work-life balance
- Well-being initiatives
- Shaping Europe together
- Collaborative way of working
- Inclusion, equality and diversity
- Compensation & benefits
What's new?

**Assistants in security and safety**
Would you like to start an international career within a multicultural and diverse team?

**EPSO is delivering**
The pandemic slowed us down but we are getting back on track! We are picking up speed and dealing with the ‘backlog’.

**Contract Staff (CAST Permanent)**
Contract staff positions are available for a wide range of jobs, requiring different levels of qualifications.

**EPSO Tweet**
Now you can find the #euCareers-European Personnel Selection Office (EPSO) last tweet on the EPSO website.

European Committee of the Regions Traineeship programme

Highlights

**News**
- Reserve list - Administrators in the field of Data Protection
  Post date: 09/12/2022
- Final results of the competition - Laboratory technicians
  Post date: 06/12/2022
- Final results of the competition - Polish-Language (PL) Lawyer-Linguists
  Post date: 01/12/2022
Competitions

Permanent officials
(civil servants)
Types of competitions

**Specialists**
- Specialised fields
- Professional **experience** needed for most profiles
- For **graduates** and non-graduates
- Grade AD6, AD7, AST3

**Generalists**
- **All** fields
- **No** professional **experience** needed
- For **graduates**
- Grade AD5
Typical elements of a competition

Online application

Reasoning skills:
- pass/fail basis

EU knowledge testing based on prepublished material:
- x best

Digital skills test:
- x best

Assessment Centre
testing general competencies:
- Case study or
- Written test
Assessment Centre testing general competencies

- Critical thinking, analysing and creative problem solving
- Decision-making and getting results
- Information management (digital and data literacy)
- Self-management
- Working with others
- Learning as a skill
- Communication
- Intrapreneurship
Successful Candidate

List of Successful candidates → VACANCY → Contact with EU institutions → Job Interview → Recruitment by EU institution
<table>
<thead>
<tr>
<th>Field</th>
<th>Languages</th>
<th>Grade</th>
<th>Application period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrators in the field of Economics</td>
<td>EU-27</td>
<td>AD6</td>
<td>May 2023 (tbc)</td>
</tr>
<tr>
<td>Administrators in the field of Intellectual Property (EUIPO)</td>
<td>EU-27</td>
<td>AD6</td>
<td>May 2023 (tbc)</td>
</tr>
<tr>
<td>Administrators in the field of Crisis Management, Migration and Internal Security</td>
<td>EU-27</td>
<td>AD7</td>
<td>June 2023 (tbc)</td>
</tr>
<tr>
<td>Administrators in the field of Transport</td>
<td>EU-27</td>
<td>AD7</td>
<td>July 2023 (tbc)</td>
</tr>
<tr>
<td>Generalist Administrators (all fields)</td>
<td>EU-27</td>
<td>AD5</td>
<td>September 2023 (tbc)</td>
</tr>
</tbody>
</table>
Other Staff
Staff categories

- Contract agents (CAST)
- Temporary agents
- Interim staff
- Freelancers
- Seconded National Experts
- Trainees
Contract Staff (CAST Permanent)

Contract agents
# Permanently available profiles

<table>
<thead>
<tr>
<th>Job title</th>
<th>Domain(s)</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Educational Psychologists (CAST Permanent)</td>
<td>Support Staff</td>
<td>FG IV</td>
</tr>
<tr>
<td>Political affairs / EU policies (CAST Permanent)</td>
<td>European Public Administration</td>
<td>FG III, FG IV</td>
</tr>
<tr>
<td>Secretaries/Clerks (CAST Permanent)</td>
<td>Support Staff</td>
<td>FG II</td>
</tr>
<tr>
<td>Manual and administrative support workers (CAST Permanent)</td>
<td>Support Staff</td>
<td>FG I</td>
</tr>
<tr>
<td>Information and communication technology (CAST Permanent)</td>
<td>Information Technology</td>
<td>FG III, FG IV</td>
</tr>
<tr>
<td>Proofreaders (CAST Permanent)</td>
<td>Languages</td>
<td>FG III</td>
</tr>
<tr>
<td>Communication (CAST Permanent)</td>
<td>Communication</td>
<td>FG III, FG IV</td>
</tr>
<tr>
<td>Project/programme management (CAST Permanent)</td>
<td>European Public Administration</td>
<td>FG III, FG IV</td>
</tr>
<tr>
<td>Child care staff (CAST Permanent)</td>
<td>Support Staff</td>
<td>FG II</td>
</tr>
<tr>
<td>Building management (CAST Permanent)</td>
<td>European Public Administration</td>
<td>FG II, FG III, FG IV</td>
</tr>
<tr>
<td>Law (CAST Permanent)</td>
<td>Law</td>
<td>FG III, FG IV</td>
</tr>
<tr>
<td>Translators (CAST Permanent)</td>
<td>Languages</td>
<td>FG IV</td>
</tr>
<tr>
<td>Administration / Human resources (CAST Permanent)</td>
<td>Human Resources</td>
<td>FG II, FG III, FG IV</td>
</tr>
<tr>
<td>Finance (CAST Permanent)</td>
<td>Economics, Finance and Statistics</td>
<td>FG II, FG III, FG IV</td>
</tr>
</tbody>
</table>
CAST PERMANENT
Selection procedure

Open registration period

Preselection by recruiting services

Testing by EPSO (MCQs):
  - Reasoning tests (Verbal, numerical, abstract) in Language 1
  - Competency test (knowledge in the field) in Language 2
    - if successful, results valid for 10 yrs
    - if successful, results valid for 5 yrs

Interview by recruiting service

Recruitment
# Ad-hoc vacancies

## Contract staff

<table>
<thead>
<tr>
<th>Job title</th>
<th>Domain(s)</th>
<th>Grade</th>
<th>Institution/Agency</th>
<th>Location(s)</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clinical Trials Officer</td>
<td>Science and Research</td>
<td>FG IV</td>
<td>(EMA) European Medicines Agency</td>
<td>Amsterdam (The Netherlands)</td>
<td>10/01/2023 - 23:59</td>
</tr>
<tr>
<td>Computer Scientist</td>
<td>Information Technology</td>
<td>FG IV</td>
<td>(EMA) European Medicines Agency</td>
<td>Amsterdam (The Netherlands)</td>
<td>13/01/2023 - 11:59</td>
</tr>
<tr>
<td>Human Resources Officer</td>
<td>European Public Administration</td>
<td>FG III</td>
<td>(CINEA) European Climate, Infrastructure and Environment Executive Agency</td>
<td>Brussels (Belgium)</td>
<td>13/01/2023 - 23:59</td>
</tr>
<tr>
<td>Legal Officer</td>
<td>Law</td>
<td>FG IV</td>
<td>European Commission</td>
<td>Brussels (Belgium)</td>
<td>15/01/2023 - 12:00</td>
</tr>
<tr>
<td>IT Service Officer</td>
<td>Information Technology</td>
<td>FG IV</td>
<td>(EEAS) European External Action Service</td>
<td>Brussels (Belgium)</td>
<td>16/01/2023 - 12:00</td>
</tr>
<tr>
<td>IT Officer</td>
<td>Information Technology</td>
<td>FG III</td>
<td>(EEAS) European External Action Service</td>
<td>Non-EU cities</td>
<td>16/01/2023 - 12:00</td>
</tr>
<tr>
<td>Communication officer</td>
<td>Communication</td>
<td>FG IV</td>
<td>(EIOPA) European Insurance and Occupational Pensions Authority</td>
<td>Frankfurt (Germany)</td>
<td>16/01/2023 - 23:59</td>
</tr>
<tr>
<td>Communication Officer/ Web Editor</td>
<td>Communication</td>
<td>FG IV</td>
<td>(ECDC) European Centre for Disease Prevention and Control</td>
<td>Stockholm (Sweden)</td>
<td>20/01/2023 - 11:59</td>
</tr>
<tr>
<td>Policy Officer</td>
<td>European Public Administration</td>
<td>FG IV</td>
<td>(ACER) Agency for the Cooperation of Energy Regulators</td>
<td>Ljubljana (Slovenia)</td>
<td>20/01/2023 - 12:00</td>
</tr>
<tr>
<td>Legal Assistant</td>
<td>Law</td>
<td>FG III</td>
<td>Circular Bio-based Europe Joint Undertaking (CBE JU)</td>
<td>Brussels (Belgium)</td>
<td>23/01/2023 - 23:59</td>
</tr>
<tr>
<td>Procurement and Contract Officer</td>
<td>European Public Administration</td>
<td>FG IV</td>
<td>(EDA) European Defence Agency</td>
<td>Brussels (Belgium)</td>
<td>31/01/2023 - 23:59</td>
</tr>
</tbody>
</table>
Traineeships
Traineeships in the EU institutions

- All EU institutions offer traineeships – not centralised
- Consult EPSO’s website for links to each programme: Job opportunities > Traineeships
Traineeship in the European Commission

5 months
01/03 - 31/07
01/10 - 28/02

Paid
(± €1.200)

Brussels
Luxembourg
+ representations

1,800
trainees/year

Participate in the work processes

High number of applicants
Who can apply?

- Application within the deadline
- Bachelor degree
- Minimum of 2 EU languages
- 1 language must be:
- No EU citizenship needed
- No age limit
- You?
- No prior EU employment of more than 6 weeks
Blue Book Traineeship – key steps

Apply in January 2023 for the October 2023 traineeship
Apply 16 July-31 August 2023 for the March 2024 traineeship

Online application for EC Traineeship:
http://ec.europa.eu/stages/index_en.htm
Questions? Thank you!

www.eu-careers.eu