

Our internal ref. GSC/HRU/JOPO/179/2023

To all NFPoCs

Call for SNE at Frontex - Seconded National Expert in Centre of Excellence for Combatting Document Fraud within Operational Response Division

Dear Madam/Sir,

I would like to kindly ask for your support in considering a member of your personnel to be proposed for an available post as qualified seconded national expert (SNE) to Frontex in the following profile:

Post Title	2 profiles: <ul style="list-style-type: none">➤ Business Support Officer➤ Advanced Level Document Officer
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- Number of the procedure: **SNE/2023/07**
- Deadline for applications: **31 May 2023**
- Proposed date of starting the secondment: **as soon as possible**
- Place of secondment: **Warsaw, Poland**
- Length of secondment: **three years that may be renewed if justified in the interest of Frontex**
- Level of security clearance: at least at the **EU CONFIDENTIAL (CONFIDENTIEL UE)** level. Copy of a Personnel Security Clearance Certificate must be presented to Frontex prior to the start of a secondment.

The secondment is governed by the Management Board Decision 12/2017 of 30 March 2017 on secondment of national experts to Frontex and Decision of the Executive Director R-ED-2016-131 of 30 November 2016 on the levels for security clearance for Frontex posts.

The applications should be submitted via the Permanent Representation Offices using the Specific Application Form annexed to this letter.

We kindly ask you to inform the applicant's employer about the obligations towards the person throughout the period of secondment in accordance with article 1(1) of the Management Board Decision 12/2017 of 30 March 2017 on secondment of national experts to Frontex.

We kindly call your attention to the fact that only applicants shortlisted for the interview/competency test will be notified about the outcomes (via the respective NFPOC).

The status of the recruitment procedure can be found on Frontex website under this link: [Vacancies \(europa.eu\)](#).

Yours faithfully,

Hans Leijtens
Executive Director

Annex 1: SNE job profile

Annex 2: Specific Application Form

Annex 3: Management Board Decision 12/2017 of 30 March 2017 on secondment of national experts to Frontex

Annex 4: Decision of the Executive Director R-ED-2016-131 of 30 November 2016 on the levels for security clearance for Frontex posts

Annex 5: form 1A - Employer authorization for Seconded National Expert candidate