

Our internal ref. HRS/HR/TAP/JOPO/475/2025

To all NFPoCs

Call for SNE at Frontex - Seconded National Expert in Support Office of Deputy Executive Director for Capabilities

Dear Madam/Sir,

I would like to kindly ask for your support in considering a member of your personnel to be proposed for 1 available post as qualified seconded national expert (SNE) to Frontex in the following profile:

<u>Post Title</u>	<i>Executive Assistant to the Deputy Executive Director for Capabilities</i>
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- Number of the procedure: **SNE/2025/27**
- Deadline for applications: **04 December 2025**
- 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). 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.

Frontex applies an equal opportunities policy and, subject to the limitations imposed by law, accepts Seconded National Experts applications without distinction on grounds of age, race, colour, ethnic or social origin, genetic features, language, political, philosophical, religious or any other conviction, sex or sexual orientation and regardless of disabilities, marital status or family situation.

Frontex encourages and invites to apply all eligible experts of different backgrounds and origins who want to play an active role in a dynamic team in a multicultural organisation that is contributing to increased European safety. We are most welcoming female candidates to improve gender balance among Seconded National Experts.

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 \(europa.eu\)](https://vacancies.europa.eu).

Yours faithfully,

Uku Särekanno

*Deputy Executive Director
for Administration and
Information Management*

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