

Recruitment Notice

European Border and Coast Guard Standing Corps

Deputy Section Leader

and Head of Operational Horizontal Activities in the Command Team

(with operational deployments to external borders of Schengen area and/or third countries)

Temporary staff 2(f), AD8¹ (reserve list to be created), procedure no.: RCT-2025-00107²

Grade bracket for internal³ mobility: AD8-AD12

Grade bracket for interagency⁴ mobility: AD8-AD12

Estimated starting dates: October 2026

Place of employment: Warsaw, Poland

Number of vacancies: 37 posts

Closing date for applications is **15 December 2025 at 12:00 h⁵ (midday), Warsaw local time**

[Frontex](#), the European Border and Coast Guard Agency, is organising the recruitment to fill vacant posts as members of the [European Border and Coast Guard Standing Corps](#) staff. The selected candidates, following a comprehensive training programme and with consideration of operational needs, will be deployed on a rotating basis throughout their career, to serve as Deputy Section Leaders or Heads of Operational Horizontal Activities in the Command Team (Temporary staff, AD8).

Frontex strives to achieve gender and geographical¹ balance of the Standing Corps to the widest possible extent.

Due to Frontex's commitment to promote Diversity and Inclusion in its working environment and recruitment/selection procedures, we strongly encourage female candidates to apply.

Frontex aims to ensure full respect and equality between individuals and to avert any form of discrimination during the recruitment/selection procedures. Therefore for the purpose of offering the best conditions possible for our female candidates, Frontex will organise separate sessions for the physical aptitude and swimming tests as per ANNEX II.

¹ Type of post: Principal Administrator, non-managerial post.

² Required level of personal security clearance: SECRET UE/EU SECRET.

³ Only for existing candidates being already EU temporary staff members engaged under Article 2(f) of the Conditions of Employment of Other Servants of the European Union (the "CEOS") to whom Article 55 of CEOS is applicable.

⁴ Engagement of a candidate in the grade higher than that for external publication will be possible subject to an availability of respective grades in the establishment plan at the moment of appointment.

⁵ Date of publication: 25 November 2025. The deadline may be extended if required.

1. Eligibility criteria

To be considered eligible for this recruitment/selection procedure, the following conditions apply:

1.1 External candidates

a) Minimum qualifications (university diploma)

Possess a level of education which corresponds to completed university studies, attested by a diploma, when the normal period of university education is four years or more (of full-time education).

or

Possess a level of education which corresponds to completed university studies, attested by a diploma, followed by at least one year full-time professional experience, when the normal period of university education is at least three years⁶ (of full-time education).

Only qualifications that have been awarded in EU Member States or that are subject to the equivalence certificates issued by the authorities in EU Member States shall be taken into consideration.

Only the required education will be considered.

b) Required professional experience

Possess a minimum of **9 years of full-time professional experience** by the application deadline, acquired after completing their diploma and after fulfilling the requirements in criterion a).

Only duly documented professional activity will be considered.

ANY GIVEN PERIOD OF STUDIES OR PROFESSIONAL EXPERIENCE MAY BE COUNTED ONLY ONCE. In order to be calculated as eligible, years of studies or professional experience to be considered shall not overlap with other periods of studies or professional experience (e.g. if the candidate had a full-time job and did freelance consultancy work in the evenings and weekends, the days spent on the latter will not be added to the period). In the case of part-time work, professional experience will be calculated pro-rata in line with the workload stated by the candidate. Compulsory military service or equivalent civilian service accomplished after achieving the minimum qualification stated above shall also be taken into consideration as professional experience if the official documentation is provided.

c) Meet all the following general eligibility requirements on the closing date for applications and before the engagement:

- Be a citizen of a Member State of the European Union or a Schengen Associated country (SAC)⁷ and enjoy full rights as its citizen.
- Have fulfilled any obligations imposed by the laws of that country of citizenship concerning military service.
- Produce the appropriate character references as to his/her suitability for the performance of his/her duties. Candidates shall be required to express their consent to perform tasks during a deployment that require the use of force, including the carrying and use of service weapons, ammunition, and equipment. Therefore, candidates shall provide official clean criminal record certificates issued by his or her relevant national authority, as foreseen in the national legislation. A clean criminal record certificate or equivalent must not be older than six months.
- Be physically fit to perform his/her duties.

⁶ Diploma [recognised by any EU Member State](#) to be at EQF level 6; only qualifications that have been awarded in EU Member States or that are subject to the equivalence certificates issued by the authorities in EU Member States will be taken into consideration.

⁷ Iceland, Liechtenstein, Norway, or Switzerland.

- Produce evidence of thorough knowledge of one of the languages of the European Union and satisfactory knowledge of another language of the European Union. As the working language of Frontex is English, candidates will need to prove very good linguistic skills in this language.

If the candidate does not comply with abovementioned criteria, he or she shall be excluded from the recruitment/selection procedure by the selection committee.

1.2 Inter-agency candidates

- On the closing date for applications and on the day of filling the vacant post, be engaged as temporary staff under Article 2(f) of CEOS⁸ within their agency in a grade and function group corresponding to the published grade bracket.
- Have at least two years' service within their agency before moving.⁹
- Have successfully completed the probationary period as provided for in Article 14 of the CEOS in the relevant function group.¹⁰

1.3 Internal candidates

On the closing date for applications and on the day of filling the post, be a member of temporary staff engaged under Article 2(f) of CEOS at Frontex in grade AD8 - AD12.

2. Application procedure

Instructions on how to apply are listed in ANNEX I.

If candidates submit more than one application for this procedure, Frontex shall only consider the first application and automatically disregards all other applications. **Candidates are required to keep a copy of the automatically generated submission code that proves submission of their application.**

Applications submitted within the deadline will be assessed with regards to general eligibility requirements, as described in the Recruitment Notice, based on declarations made by candidates. Frontex will consider applications for further assessment based solely on information contained in a submitted application form. Candidates who have not correctly completed their application shall be excluded from the recruitment/selection procedure.

No additional documents or information provided by electronic or other means will be accepted. Applications which are deemed eligible will proceed to subsequent stages.

Verification of these declarations shall occur during the selection procedure. Should the submitted documents not correspond to the candidate's declarations, the candidate shall be excluded from the selection/recruitment procedure.

⁸ Regulation No 31 (EEC), 11 (EAEC), laying down the Staff Regulations of Officials (the "Staff Regulations") and the Conditions of Employment of Other Servants (the "CEOS") of the European Economic Community and the European Atomic Energy Community (OJ P 45, 14.6.1962, p. 1385), as last amended.

⁹ According to Article 9(2) 1st subparagraph, of the Management Board Decision No 14/2019 of 18 July 2019 laying down general implementing provisions on the procedure governing the engagement and use of temporary staff under Article 2(f) of the Conditions of Employment of Other Servants of the European Union, any decision derogating from that principle shall be taken jointly by the two agencies concerned, having regard to the interest of the service of both agencies.

¹⁰ According to Article 9(2) 2nd subparagraph of the Management Board Decision No 14/2019, where, in exceptional circumstances, Frontex would engage a member of temporary staff engaged under Article 2(f) of CEOS who does not meet that condition, such member shall serve a full probationary period in Frontex, and the new contract will not be considered as a renewal of contract but an ex-novo contract.

3. Stages of the selection process

Candidates shall be selected through the recruitment/selection procedure, conducted in English, which will include the following steps:

STAGE I (conducted online)

- English language proficiency test(s).
- Knowledge test.

STAGE II

- Physical aptitude tests (conducted in Warsaw).
- Swimming tests (conducted in Warsaw).
- Psychometric tests (either online or in Warsaw).

STAGE III

- Additional psychological assessment (in the form of an online interview).
- Competency based interview (conducted either online or in Warsaw).

STAGE IV

- Pre-recruitment medical examination (conducted in person).
- Confirmation of eligibility criteria (conducted in person).

Following the finalisation of Stage III successful candidates will be listed and ranked in order of scores, from highest to lowest, based on the sum of points obtained in Stages I, II and III of the recruitment/selection procedure.

A weight factor shall be applied to the scores obtained in Stage I and Stage II. Components, methodology, and weights assigned to the different stages are detailed in ANNEX II.

Medical and psychological criteria for the selection are listed in the ED Decision 2024-108 and available at the following [link](#).

Candidates who will be found not eligible upon verification at any stage of the selection procedure, will be eliminated regardless of the results they have obtained in the previous tests.

4. Important Recruitment and Selection rules

- a) The selection committee is established to assess the applications and evaluate the skills and competences of the candidates. A list is compiled of the most suitable candidates, ranked from highest to lowest, based on the scores obtained by candidates during the recruitment/selection procedure. On this basis, the selection committee makes recruitment recommendations to the Appointing Authority.
- b) The selection committee shall ensure strict legal compliance, in accordance with the principles of transparency, equal opportunities, merit and competency, in order to transparently and objectively guarantee equal treatment and non-discrimination. The selection committee ensures a standardised approach throughout the steps and stages of the recruitment/selection procedure.
- c) To ensure that tests performed in person are conducted properly, all such tests shall be supervised by a committee member or authorised observer throughout their execution. In the case of personal interviews, the interview panel may not be represented by less than three of its members for any given interview.
At least one member of the interview panel will be designated as a representative of the Staff Committee.
- d) To ensure the efficient processing of a large number of applications, the order of tests or assessments within the same stage or between the stages may be subject to change.

- e) Successful candidates shall be offered the position following the order of scores obtained during the recruitment/selection procedure, until the number of existing vacant posts within the same recruitment/selection procedure is filled. The remaining suitable candidates will be placed following the order of scores in a reserve list, which may be used to fill the vacant posts. This reserve list will remain valid until 31 December of the year N + 1 following its establishment and may be used for future Standing Corps recruitment/selection procedures having the same selection criteria and recruitment conditions. The placement on the reserve list does not guarantee an employment offer.
- f) Before the start of the tests, candidates will be informed of the specific instructions to be followed. It is strictly prohibited to use any fraudulent system of support or (external) assistance during any of the test(s). Should it be found that a candidate has not complied with these instructions or has used a fraudulent and deceptive system, be it human, manually or electronically assisted, the candidate will be notified during or after the performance of the tests and shall be excluded from the recruitment/selection procedure. The final decision shall be made by the selection committee on the basis of the report provided by the member of the selection committee present during the given test, or the reports provided by technical advisors, observers or experts assisting the selection committee.
- g) The pre-recruitment medical examination is performed by a medical service provider contracted by Frontex, in line with a set of medical requirements. The medical requirements for the selection of Standing Corps staff include conditions relevant for the purpose of weapons authorisation. However, weapons authorisation itself will be issued when all required conditions are met by the Officers, including (but not limited to) successful completion of the Frontex Operational Training Programme.
- h) Candidates shall be invited to each test once. Failing to attend any of the steps at the scheduled date and time will result in exclusion from the recruitment/selection procedure. Requests for rescheduling will not be granted.
- i) To perform the tests at Stage II (physical aptitude and swimming), candidates shall be invited to Warsaw only once. For candidates applying for more than one recruitment/selection procedure, the results of the physical and swimming tests shall be considered valid for all ongoing Standing Corps recruitment/selection procedures until the beginning of the first Frontex Operational Training Programme 2026. The respective thresholds of the physical aptitude and swimming tests belonging to each Standing Corps recruitment/selection procedures shall be applied.
- j) During Stage IV, selected candidates are requested to present original documents in support of the information stated in their application form, such as original diploma(s) or certificates, and evidence of professional experience clearly indicating the start and end dates and scope of work and workload. Failure to provide such evidence leads to disqualification from the recruitment/selection procedure.
- k) Candidates are expected to report any issues related to their fitness (physical, medical, and psychological).
- l) It is expected that candidates demonstrate a high level of professionalism and integrity. A zero-tolerance approach shall be applied to disrespectful behaviour towards either Frontex staff, trainers, instructors or other candidates during all steps of the recruitment/selection procedure.
- m) The use of narcotic drugs, psychotropic substances, and/or other prohibited pharmacological substances, as well as the use of stimulants, or any type of doping which (according to international sports rules) may increase physical capacity or modify the results of physical fitness tests is strictly prohibited. Participation in the recruitment/selection procedure includes an explicit compliance with this rule. Failure to respect this rule leads to the exclusion of the candidate from the procedure.
- n) The work and deliberations of the selection committee are strictly confidential and any direct or indirect contact by a candidate with its members regarding the recruitment/selection procedure is absolutely forbidden.
- o) Only successful candidates will be invited to the next steps/stages of the recruitment/selection procedure. Regular updates about the status of the recruitment/selection procedure are available for all candidates on the careers section of the Frontex website.
- p) Information about performance or assessment of other candidates shall not be provided.

5. Selection criteria

All successfully submitted applications are assessed against the eligibility and selection criteria defined in the Recruitment Notice. Certain selection criteria may be assessed/scored jointly, and some criteria may be assessed/scored in two or more stages of the recruitment/selection procedure. Top performing candidates will be invited for an interview with the interview panel.

Essential professional competencies:

- a) At least 9 years of proven professional experience in EU Member States dealing with duties related to the tasks assigned, of which at least last 5 years in official leadership position managing team(s); experience must be in the areas of border checks, border surveillance, coast guard activities, countering different types of cross-border crime, immigration and return-related activities, police, field logistics, customs or national defence/military services or other national security functions where the management experience is clearly evidenced.
- b) Leadership¹¹ and resource management¹² knowledge and skills.
- c) Very good knowledge of the EU legislation related to Frontex and border and/or coast guard functions and/or return related activities and of the functioning of EU institutions and bodies, including operational cooperation between European and international organizations and awareness of EU's geopolitical situation.
- d) Awareness about the basic legal acts applied by the Agency in day-to-day staff management (CEOS and Implementing Rules).
- e) Awareness about Fundamental Rights and their implementation in the law enforcement sector.
- f) Possession of a valid driving license of at least category B for manual transmission issued by the competent authority of an EU Member State/Schengen Associated Country, by the deadline for submission of applications.
- g) Acceptance and readiness to perform tasks that require the use of force, including the carrying and use of service weapons, ammunition, and equipment.

Essential personal and other related competencies/criteria:

- a) The ability to take decisions in complex and fast evolving situations.
- b) Strong motivation to serve as a member of the Standing Corps.
- c) The ability to constitute an example in attitude and performance of duty against the background of a law enforcement culture.
- d) Very good knowledge of the English language - communication skills at least at B2 level as defined in the Common European Framework of Reference for languages¹³.
- e) High level of professionalism, integrity, responsibility, and adherence to high ethical values.
- f) Physical and psychological fitness, resilience, and the ability to maintain such fitness in the undertaking and passing of specific physical, psychological, swimming, and medical tests and subsequent professional training. For the purpose of recruitment, details about the physical, psychological, swimming, and medical assessment are provided in ANNEX II.

¹¹ Including competences such as communication and ability to express complex subjects in simple way and ability to solicit inputs from and listen to staff, partners, and stakeholders.

¹² Including management of business activities, people management, stakeholder management and professional empowerment.

¹³ [Common European Framework of Reference for Languages - self assessment grid](#).

- g) Not being diagnosed with or being treated for illnesses or psychological disorders which impair the ability for independent judgment and in general would not allow to safely perform the duties of a European Border and Coast Guard Standing Corps Officer (including necessary and proportionate use of force and weapons).
- h) ICT knowledge and skills needed to act as a Standing Corps Officer.

Advantageous criteria:

- a) Work experience at Headquarters of a National authority and/or EU public administration and/or international organisation, supervising at least one of the main tasks covered by Frontex (i.e. border checks, border surveillance, coast guard, customs or maritime activities, countering different types of cross-border crime, return-related activities or logistics).
- b) Work experience as Group Leader in the European Border and Coast Guard Agency.

The job offer is conditional to the candidate fulfilling the following requirements:

- a) Sign declarations in relation to potential conflicts of interest, to the completion of military service (where applicable) and a compulsory declaration before engagement.
- b) If keeping relations with the former employer: produce a document confirming the placement on unpaid leave by the former employer covering the period of employment by Frontex as stated in the job offer.
- c) Be in possession and/or submit to Frontex documents required to obtaining a personal security clearance at the level of SECRET UE/EU SECRET.

6. Rules, conditions, and expectations applicable to the entry level training and to the Operational Training Programme (OTP)

As prospective European Border and Coast Guard Standing Corps staff, all Officers undergo a comprehensive training programme designed to equip them with the necessary knowledge, skills and competences for their role.

The training consists of a full-time extensive training period covering border and coast guard matters and leadership training. Attendance in each training module is compulsory. Unjustified, or reiterative justified, absences, may render learners ineligible to take the assessments for the respective training in which case a fail grade is recorded. During the training, knowledge, skills and competences are regularly assessed to verify that Officers meet the expected learning outcomes of the programme. Mutual respect and ethical behaviour are fundamental obligations permanently assessed by the training chain of command.

Training takes place in one or more Training Centres across the EU Member States/Schengen Associated Countries and their contracted support infrastructures. If required, some training activities might take place outside the designated Training Centre such as an intensive induction camp organized in a different location. Learners should be prepared for the possibility of early morning or night activities, which aim to train them in simulated scenarios they may encounter in the field as part of their future work. Physical activities, use of force and shooting training are integral parts of the programme.

A crucial further part of the training is a mandatory Experiential Learning Phase (ELP), providing the Officers with hands-on experience of the role. This phase might require them to participate in weekend and night shifts upon proper assignment to shiftwork duties.

The training is fully organised and run by Frontex. The working language is English and all elements of the training programme, such as the training material, lectures and tests will be conducted in English.

To consider a travel for business purposes as a mission, a perimeter of 50 km surrounding the Agency's seat is set. If parts of the training are held at a location more than 50 km from the seat of the Agency, participation in such training may be classified as 'travelling on a mission.' In this case, full board accommodation in shared rooms, with two persons per bedroom, is provided.

Due to the intense nature of the training schedule and the requirements of the service, annual leave will be limited to the breaks in the training programme, to ensure that all learners complete the full programme and remain focused and fully engaged in its development. Additionally, specific duties connected to the training programme, might restrict the Officers' ability to enter or leave the training centre premises at certain times.

Candidates, who can provide evidence of previously achieving the learning outcomes set for one or more parts of the Operational Training Programme for the European Border and Coast Guard, might receive an exemption from participating in those parts of the training. The recognition of prior learning shall be based on a proficient previous participation in the Frontex Basic/Operational Training Programme.

7. Tasks after successful completion of the OTP

After successful completion of the compulsory training, the European Border and Coast Guard Standing Corps Officers are deployed to become the frontline of the European Standing Corps, dealing upfront and hands-on with routine and challenging situations at the EU and Schengen external borders.

Some of the tasks listed below may require use of force and/or service weapons in accordance with the national law of the host country, and in the presence of border or coast guards of the host country. Such use shall comply with the principles of necessity, proportionality, and precaution.

Recruited newcomers are expected to agree to receiving recommended (and certified) vaccinations within the provision of preventive occupational safety measures and of public health.

The Deputy Section Leader (DSL), while primarily responsible to perform the tasks pertaining to this operational horizontal function may be involved in the performance of operational tasks, as member of the teams.

DSL supports the Section Leader (SL) in exercising his or her functions and acts as SL in his or her absence. The main duties and responsibilities of the Deputy Section Leaders include (non-exhaustive list):

- a) Acting as the primary Frontex point of contact for the Host Country at section level without prejudice to the task of the Frontex Contingent Commander (FCC), representing the FCC for inquiries regarding the operational activities in his/her designated operational location(s).
- b) Supporting the FCC in ensuring the proper implementation of the operational activities as described in the Operational Plan, including the respect for fundamental rights and the report of potential non-compliance.
- c) Under the instructions of the FCC, implement adjustments to the operational response and working procedures.
- d) Establishing and maintaining a close link and cooperation with the Host Country national authorities at section level without prejudice to the task of the FCC.
- e) Coordinating the operational activities and deployed resources in the operational area of responsibility in close cooperation with the Host Country national authorities.
- f) Monitoring and identifying the changes of operational needs and challenges in the operational area of responsibility and notifying the FCC in due time to ensure business continuity and adequate response.
- g) Monitoring and facilitating the proper implementation of the information gathering, sharing, and disseminating of reports in accordance with the Operational Plan.
- h) Issuing instructions and supervising Group Leaders (GLs) concerning the working time management of the deployed SC officers and other relevant staff.
- i) Ensuring timely delivery of daily reports/updates from the respective operational area.
- j) In line with the assigned responsibilities, reporting without delay on potential violation of Frontex's Codes of Conduct and potential fundamental rights violations to the Fundamental Rights Officer/Fundamental Rights Monitors (FRO/FROMs).
- k) Organising and facilitating meetings, operational briefings, crisis meetings, and debriefings.
- l) Ensuring the proper functioning of the Frontex chain of command following the hierarchical and functional lines with entities in HQ.

Head of Operational Horizontal Activities in the Command Team (in the field of logistics) will be responsible for leading the team and coordinating the following tasks:

- a) Inventory management, order processing, distribution, routing and scheduling, resource management, data collection, daily activities, and HQ collaboration.
- b) Supporting on-the-ground operations, ensuring availability of resources and support on time to all Sections and Groups.
- c) Logistical Support: Organizing and providing logistical support for the Frontex Contingent within the assigned area of responsibility. Assisting and advising the FCC in implementing operational activities.
- d) Resource Management: Ensure effective management, allocation, and distribution of supplies, equipment, and fleet resources. Monitor the usage of assets and equipment, conducting periodic controls to maintain accountability.
- e) Inventory: Collect, record, and monitor all infrastructural and logistical needs, ensuring their fulfilment in collaboration with the FCC and Frontex entities. Prepare and manage the annual inventory of weapons and items, ensuring accurate reporting.
- f) Fleet Management: Oversee the management of Frontex-owned and rented vehicles, including maintenance and operational records. Support the organization of vehicle transportation during redeployments.
- g) Weapons and Ammunition Management: Manage the logistics related to weapons and ammunition, including storage, distribution, and inspections. Ensure compliance with safety protocols and procedures for weapon handling.
- h) Reporting: Provide periodic data analysis and reports on logistical operations to the FCC and Frontex Headquarters. Maintain a functional mailbox for the Logistics Section, ensuring timely communication and documentation.
- i) Training and Development: Identify training needs for field logisticians.
- j) Procurement and Financial Management: Act as a coordinator for petty cash and manage procurement procedures for supplies and services within specified financial limits. Validate the use of petty cash and support the procurement processes under Logistics Unit coordination.
- k) Equipment and Supplies Oversight: Coordinate the Hand-Over-Take-Over processes between field logisticians regarding equipment management. Assess needs for personal protective equipment (PPE) and Frontex branded items, managing inventory and distribution.
- l) Facility Management: Oversee the installation and removal of logistical facilities, ensuring compliance with contractual provisions and operational needs. Ensure that rented offices are adequately equipped with necessary utilities and supplies.
- m) Safety, Physical and Mental Health risk assessment and identification of preventive/protective measures.

Head of Operational Horizontal Activities in the Command Team (in the field of operational information/intelligence) will be responsible for leading the team and coordinating the following tasks:

- a) Acting as the point of contact between OMD/RET and FC for all matters related to the information collection process in line with the Operational Plan.
- b) Ensuring the proper implementation of operational information gathering in the field based on the information and the intelligence requirements of the Host Country, of the Agency as channelled via OMD, and of the FC. In this respect, host countries' information and intelligence requirements received at FC level will be processed within the respective contingents and aligned with the requirements of Frontex entities.
- c) Collecting, monitoring, processing, updating, validating, and carrying out preliminary assessment of operational information in line with the Operational Plan and support the prioritisation of operational activities at contingent level.

- d) Processing and validating operational information incidents inserted in JORA in line with the Operational Plan in support of the Agency, the MS/TC, and other stakeholders, by corroborating it with information inserted in the EUROSUR application and Frontex operational information (e.g. Technical Equipment Mission Report) or any other source of information.
- e) Supporting the Commander in external and internal information management under the supervision of the Frontex Communications Office. This will include support with handling requests from local media, organising events, gathering photo and video material from the operational area, and helping the Commander with information management.
- f) Supporting FCC and SLs in decision making process by contributing to the preparation of short term and/or ad-hoc assessments related to the area of responsibility of a specific contingent or contingents, as well as the European Situational Picture.
- g) Providing practical expertise to debriefing activities in operational areas and coordinating performance of the debriefing and screening tasks when delegated by the responsible business entity.
- h) Developing, monitoring, and updating Standard Operating Procedures (SOPs) related to their respective area of responsibility and common to the whole FC.
- i) Ensuring that information deriving from Frontex operations is shared with the Host Country on national, contingent, and local level, as per the provisions of the Operational Plan.
- j) Supporting delivery of operational briefings and conducting field visits based on operational needs.
- k) Ensuring security of Command Team facilities by being responsible for access management (entrance), fire prevention & protection, evacuation plans, building security measures, etc.
- l) Ensuring that interpreters are scheduled appropriately for ongoing needs, meetings, events etc.
- m) Monthly validating the implementation of the Interpretation and Cultural Mediation (ICM) service within each contingent.
- n) Identifying and addressing via OSD/PDU/AOM, potential risks, such as breaches of confidentiality or service disruption, including ICM services, etc.
- o) Providing feedback on the quality of the Service regarding procedures, workflows, deadlines, etc.

Head of Operational Horizontal Activities in the Command Team (in the field of operational coordination) will be responsible for leading the team and coordinating the following tasks:

- a) Proposing initiatives/measures to optimize business efficiency.
- b) Monitoring and assessment of the situation in the respective operational area, identification of needs and challenges, including on submitting proposals for the amendment of the operational plans as well as the enlargement / deactivation of an operational location within the responsibility of the FC.
- c) Verifying the deployments of Heavy Technical Equipment - working hours of assets co-financed by Frontex.
- d) Providing operational needs for future operations, operational planning, and implementation.
- e) Supporting operational briefing and related events.
- f) Providing coordination on training events where assets are involved (e.g. drills, workshops, trainings for vehicles, UoF trainings, Usage of TE etc).
- g) Implementing the lessons learned.
- h) Providing coordination of career development related activities (e.g. nominating officers for trainings based on established criteria, profiles' related training, contributing to the training maps, supporting selection process of the officers to act as trainers etc.).
- i) Providing the FCC with proposal list of allocation of Human Resources and Technical/Supportive Equipment within their operational area.
- j) Providing the FCC with update of operational needs during implementation period and for future activities.
- k) Providing the Commander with proposals for the identified training needs.

- l) Based on lessons learned, providing the FCC with recommendations for integrated deployments solutions for better coordinating and optimising the organised deployments of available human resources, technical capabilities, services, financial and IT resources.
- m) Supporting the FCC in providing contribution to the OPLANs, FERs and Joint Evaluation Reports as required by Status Agreements between the European Union and Third Countries.
- n) Developing, monitoring, and updating Standard Operating Procedures (SOPs) related to their respective area of responsibility and common to the entire FC.
- o) Submitting proposals to FCC for improvements and solutions needed.
- p) Fostering daily cooperation with local authorities.
- q) Implementing operational structure in JORA and acting as JORA access manager.
- r) Introduction of SIRs in JORA.
- s) Supporting the FCC in tasks related to the implementation of the Use of Force supervisory mechanism.
- t) If required - establishing Tactical Operations Centre at the contingent level and to maintain direct and functional link with the OPC to maintain situational awareness.
- u) Keeping the OPC updated on the availability of Technical Equipment and operational situation in the AOR.
- v) Developing and maintaining Crisis Response Plans.
- w) Providing operational crisis response, increasing the level of crisis preparedness, ensuring local/regional crisis response infrastructure, and supporting crisis management teams.
- x) Determining SC training needs while informing OMD business entities, in cooperation with OSD/PDU/POS, who provide EBCG Academy with an overview of training needs.
- y) Where applicable, monitoring and analysing maritime activities at EU maritime borders related to the competences of the coast guard functions.
- z) Where applicable, supporting competent national authorities, upon their request, in the delivery of operational assessments on issues related to maritime domain awareness.
- aa) Where applicable, facilitating cooperation, information exchange and sharing of best practices of Frontex with EMSA and EFCA as well as competent national authorities responsible for coast guard functions in the context of Frontex-coordinated operational activities.
- bb) Supporting FCC with tasks related with contact with media
- cc) Supporting the FCC and DFCC in the implementation of preventive and protective occupational safety and health measures (OSH).

8. Deployment and other work conditions

European Border and Coast Guard Standing Corps will be deployed on a rotational principle throughout their career. Deployment and/or redeployment to operational areas could result in being stationed at the external borders of the European Union or in third countries. The deployments may take several years. Standing Corps members should not expect to be deployed only to areas/locations of their personal preference.

European Border and Coast Guard Standing Corps may be required to work in shifts during nights/weekends/public holidays and often in challenging and harsh weather conditions. Subject to operational needs, they may also be requested to remain on stand-by and called to perform operational tasks, should such a need occur at a short notice.

Furthermore, a core component of officers' professional preparedness, readiness and integration into the Corps involves making the Agency fully aware of their complete skillset. Following recruitment and selection and as part of the deployment and readiness process, officers will be requested to provide detailed information on their language proficiencies and specialized hard skills. This information is important for enhanced operational planning, integrated deployment solutions and to align unique competencies with specific operational needs.

9. Probationary period of the contract

A contract of employment shall be offered for a period of five years, with a probationary period of nine months.

Newcomers' progress and suitability to perform their duties shall be assessed through specific tests, in view of the objectives covered by the specific and mandatory European Border and Coast Guard Standing Corps' training programme (as described in point 6 above). Various modules of the programme will be assessed by exams. Acquired knowledge, skills, responsibility, autonomy, and attitude is assessed against the requirements of the European Border and Coast Guard Standing Corps training programme. Fundamental Rights competences are horizontally integrated in all chapters throughout the entire programme.

During the training, there are various aptitude tests which assess candidates' ability to perform duties with executive powers.

A probation report is prepared one month before the expiry of the probationary period at the latest, detailing the overall ability of the newcomer to perform the duties pertaining to the post and their efficiency and conduct in the service, focusing on the successful completion of the training programme.

Failure to successfully complete the entry level training, including the European Border and Coast Guard Standing Corps training programme may result in the termination of the contract and dismissal.

10. Contract of employment

The selected top ranked successful candidates are offered a contract of employment by the Appointing Authority of Frontex. To be engaged, the successful candidates should be available for work on the starting date indicated in the job offer.

The successful external candidates shall be engaged as temporary staff pursuant to Article 2(f) of the CEOS. The temporary post in question is placed in the following function group and grade: AD8¹⁴.

For additional information please see ANNEX III.

11. Communication

Any questions regarding the content of this Recruitment Notice or the recruitment/selection procedure should be sent to AD8StandingCorps@frontex.europa.eu. In all correspondence, candidates must state their name and e-mail address as given in their application form.

12. Frontex and Fundamental Rights

Frontex considers respect for the protection of Fundamental Rights to be an unconditional and essential component of effective integrated border management. Frontex strictly adheres to the Charter of Fundamental Rights of the European Union, the European Convention for the Protection of Human Rights and Fundamental Freedoms, as well as relevant international law. For more information about Fundamental Rights in Frontex visit the link [here](#).

Frontex and its staff are committed to the values of Professionalism, Respect, Cooperation, Accountability and Care.

¹⁴ For current EU temporary staff 2(f) the classification in grade and step should be established in line with Article 55 of the CEOS.

13. Personal Data Protection

Frontex ensures that candidates' personal data are processed in accordance with Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices, and agencies and on the free movement of such data.

Please note that Frontex will not return applications to candidates. This is due to the confidentiality and security of such data.

The legal basis for the recruitment/selection procedures of temporary staff is defined in the CEOS¹⁵, in the Management Board Decision No 14/2019¹⁶ and in the Decision of the Executive Director No R-ED-2024-106¹⁷.

The purpose of processing personal data is to enable recruitment/selection procedures to be properly carried out.

The recruitment/selection procedure is conducted under the responsibility of the Human Resources Unit within the Human Resources and Corporate Services Division of Frontex. The controller for personal data protection purposes is Frontex, the responsible unit being the Human Resources Unit. The information provided by candidates shall be accessible to a strictly limited number of staff within the Human Resources Unit and IT experts, to the members of the selection committee and to Frontex management. If necessary, it will be provided to staff of the Legal and Procurement Unit, of the Inspection and Control Office, or to external parties directly involved in the selection process. For the purposes of safeguarding the financial interests of the Union, the personal data may be processed by the Frontex Internal Audit Capability, the Internal Audit Service of the European Commission, the European Court of Auditors, the Financial Irregularities Panel and/or the European Anti-Fraud Office (OLAF).

In principle there will be no automated decision making or profiling based on the candidates' data. Any automated decision making shall be subject to human review with a meaningful impact. No data will be transferred to a third country or an international organisation. Processing begins on the date of receipt of the application. The data storage policy is as follows:

- a) For applications received from non-selected candidates: the data are filed and stored in archives for 2 years. After this time the data are destroyed.
- b) For candidates placed on a reserve list but not recruited: the data are kept for the period of validity of the reserve list +1 year. After this time the data are deleted.
- c) For recruited candidates: the data are kept for a period of 10 years after the termination of employment or as of the last pension payment. After this time the data are destroyed.

Candidates have the right to request access to, rectification or restrictions on the processing of their personal data, or, where applicable, the right to object to such processing or the right to data portability. In case of identification data, candidates can rectify such data at any time during the procedure. Withdrawal of the consent to such data processing operations will result in the exclusion of the candidate from the recruitment/selection procedure.

Should a candidate have any query concerning the processing of his/her personal data and has substantiated request, he/she shall address them to the Human Resources Unit at jobs@frontex.europa.eu or Frontex Data Protection Officer at dataprotectionoffice@frontex.europa.eu.

Candidates may have recourse at any time to the European Data Protection Supervisor (edps@edps.europa.eu).

¹⁵ In particular the provisions governing conditions of engagement in Title II, Chapter 3.

¹⁶ Management Board Decision No 14/2019 of 18 July 2019 laying down general implementing provisions on the procedure governing the engagement and use of temporary staff under Article 2(f) of the Conditions of Employment of Other Servants of the European Union.

¹⁷ Decision of the Executive Director No R-ED-2024-106 of 23 October 2024 on recruitment and selection of temporary staff under Article 2(f) and contract staff under Article 3a of the Conditions of Employment of Other Servants of the European Union.

14. Review and Complaint Procedure

- a) Each candidate may request feedback on the assessment of his/her application as established by the selection committee.
- b) If deemed appropriate, he/she may ask for a formal review/reassessment of the original assessment.
- c) Additionally, the candidate may exercise their right to lodge a complaint under Article 90(2) of the Staff Regulations within three months from the contested decision.

Details of these procedures are provided [here](#).

Application Procedure

The Frontex application form is available for download (as a dynamic PDF form) on the Frontex website under the link “Apply” provided within each recruitment/selection procedure publication. This digital application form is uniquely created for each recruitment/selection procedure (and shall not be reused for other applications/procedures).

The Frontex Application Form must:

- Be opened in a PDF reader in a MS Windows equipped computer - the recommended version of the PDF reader is Adobe Acrobat Reader DC (version 2021.001.20155. Free version may be downloaded here: <https://get.adobe.com/uk/reader/>).
- Not to be manipulated or altered. The form is digitally signed and protected against any manipulation or changes. Therefore, candidates shall not try to manipulate and/or alter the form. Attempted manipulations will cause the digital signature to disappear, and the application form will become invalid for subsequent processing, resulting in automatic rejection of the form on submission.
- Be completed in English. Fields, where you may enter your input, are highlighted in light blue colour. Fields marked with an asterisk (*) indicate a required input. You should be concise, the space for your input is limited by the size of the text boxes.
- Be saved and named as follows: SURNAME_RCT-2025-00107
- **Be submitted to Frontex - after saving - by uploading it to this URL link:**
<https://microsite.frontex.europa.eu/en/recruitments/RCT-2025-00107>
- If technical challenges with the online portal are encountered or the system becomes unavailable, please send an email to AD8StandingCorps@frontex.europa.eu without delay including proof of the reported technical issue (full-screen screenshot) and your completed application.

Should a candidate submit more than one application for this procedure, Frontex will only assess the first application and will automatically disregard all other applications.

If at any stage of the recruitment/selection procedure it is established that any of the requested information provided by a candidate is false or misleading, the candidate in question will be disqualified.

Candidates considered for engagement will be requested to supply documentary evidence in support of the statements made in the application. They should not, however, attach any supporting or supplementary documentation to an application until asked to do so by Frontex.

Incomplete applications, applications uploaded after the deadline, sent by e-mail or applications using inappropriate or altered/manipulated application forms will be automatically disregarded by the system and shall not be processed further.

The closing date (and time) for the submission of applications is provided on the title page of the Recruitment Notice.

Please keep a copy of the automatically generated submission code that proves that you have submitted/uploaded your application to Frontex.

Candidates are strongly recommended **not to wait until the last day** to submit their applications.

Frontex cannot be held responsible for any last-minute malfunction due to an overload of the system or for other technical issues candidates may eventually encounter in the very last moment before the deadline.

Frontex will consider applications for further assessment based solely on what is clearly written in the application form. Additional documentation or information sent by electronic mail or other means will not be considered. Due to high volume of recruitment/selection procedures handled by Frontex, the period between the closing date for the submission of applications and tests/interviews may take significant amount of time.

Components, Methodology and Weight of Tests

All the applications will be verified against the published eligibility criteria throughout the selection/recruitment procedure. Applications which do not meet the established eligibility criteria will be excluded from the recruitment/selection procedure regardless of the outcome of the tests.

The weight of each test is distributed as follows:

- Knowledge test and Psychometric test: 70%.
- Physical Aptitude tests and Swimming tests: 30%.

While processing the applications, Frontex may assess/score certain selection criteria jointly, and some criteria may be assessed/scored in two or more steps of the recruitment/selection procedure.

- All tests in Stage I and II may be conducted **online**¹⁸ or **in-person in Warsaw**, depending on the **type** of test. The order of tests may vary depending on logistical requirements, test-specific conditions, or administrative decisions.
- Candidates' identity may be verified before starting the tests, and their performance during the test may be monitored.
- Before the start of the tests in each stage, candidates shall be informed about the specific instructions to be followed.
- For online tests, a computer or smart device (tablet) connected to the Internet with functional front-facing camera, headphones, and microphone are necessary.
- Candidates should use a private computer for the online tests/assessments.** Technical limitations on non-private systems could prevent successful completion of the test, and the organization cannot guarantee resolution of such issues. It is the candidate's responsibility to ensure full access to all necessary software and tools in advance. Using a personal device minimizes disruptions and ensures compliance with testing requirements. It is the responsibility of each candidate to ensure that the test is taken in suitable conditions that includes being alone in a private, quiet room, free from interruptions or distractions, with no unauthorized individuals, materials, or devices present. Candidates must ensure they are not assisted or disturbed at any time during the tests' sessions.
- Should it be found that any test was taken with external support of any kind, the results are annulled, and the candidate shall be disqualified from further steps of the recruitment/selection procedure.
- Failure to take part in the test in allotted time shall result in disqualification from further assessments. It is not possible to reschedule the date and time of the test.

1. Stage I

1. 1 English language proficiency test

- All candidates who submit an application shall receive an invitation to participate in the English language proficiency test based on their self-declaration on eligibility.
- The test will be recorded by the candidate's camera and microphone during its entire duration.
- The test is conducted with the support of an external contractor.
- Candidates who do not meet the B2 level defined by Common European Framework of Reference for Languages (CEFR)¹⁹, shall be excluded from the procedure.

¹⁸ Certain elements of on-line tests may be subject to AI-based processing. The result of those tests may still be changed after a human review.

¹⁹ [Common European Framework of Reference for Languages - self assessment grid](#).

1.2 Knowledge test

- a) All candidates who submit an application shall receive an invitation to participate in the knowledge test based on their self-declaration on eligibility as per the submitted application form.
- b) The Knowledge test may be proctored via a secure online platform and requires candidates to have a functioning webcam and microphone enabled throughout the assessment to ensure test integrity and compliance with assessment guidelines.
- c) This test assesses candidates' overall level of understanding of a range of essential competences under time pressure. It consists of multiple-choice questions or statements with at least three alternative responses out of which only one is correct.
- d) An incorrect response given to a question will deduct half the value of one correct response. Unanswered questions will be scored with zero points. Random responses to questions are discouraged.
- e) The time to submit the test is limited.
- f) The test covers the following topics:
 - EU legislation related to Frontex and border and/or coast guard functions and/or return related activities and of the functioning of EU institutions and bodies, including operational cooperation between European and international organizations and awareness of EU's geopolitical situation.
 - Fundamental Rights and their implementation in the law enforcement sector.
 - Leadership and resource management.
 - Professionalism, integrity, responsibility, and adherence to high ethical values.
 - ICT knowledge needed to act as a Standing Corps member.
- g) This test shall be scored from 0 to 10 points. Only candidates who reach the minimum total score of 3 points can proceed to the next step. The list of candidates who scored at least 3 points shall follow the order of their score. All other candidates will be excluded from the recruitment/selection procedure.

Upon finalisation of Stage I, candidates shall be listed and ranked in order of scores, from highest to lowest, based on the points obtained in the Knowledge test. Candidates that fail any component of the English language proficiency test and/or do not reach the minimum scores required in the knowledge test shall be excluded from the next steps of the recruitment/selection procedure.

Although the English language proficiency test is conducted in Stage I, part of the scoring may be finalised up to the conclusion of Stage II; notably, as soon as the negative results are provided by the external contractor candidates will be eliminated.

The selection committee reserves the right to disqualify candidates due to the suspicious activities identified during the tests up to the conclusion of Stage II.

Up to two hundred fifty (250) top scoring candidates proceed to Stage II of the recruitment/selection procedure, as described below.

When two or more candidates score the same points, the order of candidates shall be established considering the number of correct responses to the knowledge test.

If two or more candidates score the same points and the rule of order priority does not resolve the tie, a higher number of candidates shall proceed to Stage II.

The final list and order of candidates proceeding to the next stage shall be confirmed by the selection committee. The selection committee reserves the right to invite additional candidates in the event of disqualification due to suspicious activity identified during the Knowledge test and English language proficiency test. Any red flags (e.g., indicators of misconduct) associated with the candidates will be evaluated and reviewed prior to final decision taken by selection committee.

2. Stage II

2.1 Physical aptitude and Swimming tests

- a) To be allowed to take part in the physical aptitude test, candidates must provide the selection committee with a medical certificate issued not earlier than 10 days prior to the tests by an authorized medical specialist of one of the Member States stating that the candidate meets the physical conditions necessary for the performance of the tests detailed in this annex. The document may be provided in any of the official languages of the European Union. Failure to provide such a document may result in the exclusion of the candidate from the recruitment/selection procedure.
- b) Each exercise of the physical aptitude test shall be scored from 0 to 5 points, as set out in the tables below. The final score of this test shall be the result of the sum of the scores obtained in each exercise. Candidates who score below the minimum of 6 points overall or score 0 points in any individual exercise shall be excluded from the recruitment/selection procedure.
- c) Each exercise of the swimming test shall be scored from 0 to 2.5 points, as per below table. The final score of this test shall be the result of the sum of the scores obtained in each exercise. Candidates who score 0 points in any individual swimming exercise will be excluded from the recruitment/selection procedure. Swimming goggles are allowed.
- d) The outcome of the swimming and physical aptitude tests will be determined by the assigned examiners, who evaluate performance based on their expertise and the set criteria.
- e) The correct technique of the exercises (push-ups, plank, swimming and freediving) is illustrated in the videos under the following links: [Physical aptitude test](#), [Swim - 50 m](#), [Free diving - dynamic apnea](#).
- f) No audio-visual recording shall be permitted as it may affect the security, the right to personal privacy and the personal image of the persons involved.

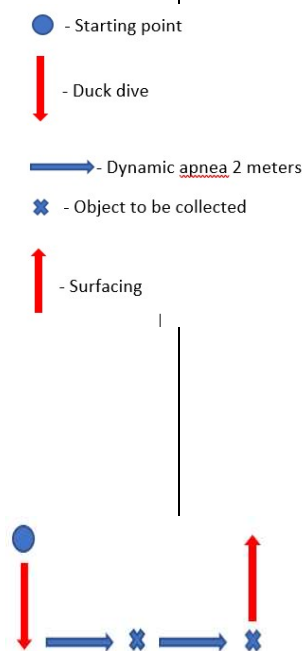
The criteria to be assessed throughout the recruitment/selection procedure are strength and endurance:

No.	Motoric	Exercise	Unit of measurement	Range		Points assigned
				Male	Female	
1	STRENGTH	Push-ups	number of repetitions within 90 sec	≥ 41	≥ 16	5
				35-40	14-15	4
				29-34	12-13	3
				23-28	10-11	2
				17-22	7-9	1
				< 17	< 7	0
2	STRENGTH	Plank	time (in sec)	≥ 2'11"	≥ 2'00"	5
				1'56"-2'10.99"	1'36"-1'59.99"	4
				1'41"-1'55.99"	1'21"-1'35.99"	3
				1'26"-1'40.99"	1'11"-1'20.99"	2
				1'10"-1'25.99"	1'00"-1'10.99"	1
				< 1'10"	< 1'00"	0
3	ENDURANCE	Multistage 20-m Shuttle Run Test (Beep Test) ²⁰	level/number of sections	≥ 9.6	≥ 8.1	5
				8.1-9.5	7.1-8.0	4
				7.1-8.0	6.1-7.0	3
				6.1-7.0	5.1-6.0	2
				5.1-6.0	4.6-5.0	1
				< 5.1	< 4.6	0

Upon reaching the highest score in the physical aptitude test, candidates will be informed, and the exercise will be stopped.

The criteria to be assessed throughout the recruitment/selection procedure are swimming and diving:

²⁰ Beep Test version Léger and Lambert (1982) - the test involves running back and forth between two points 20 meters apart. Each run must be synchronised with a pre-recorded audio track which plays beeps (hence the name 'beep test') at regular intervals.

No.	Motoric	Exercise	Unit of measurement	Time		Points assigned
				Male	Female	
1	SWIMMING ABILITY	Swim 50 meters (25 meters crawl style followed by 25 meters breaststroke style - nonstop)	I) The candidate must execute the 50 m in a ventral technique, 25 meters crawl style followed by 25 meters breaststroke style, with breathing control, after jumping from the edge of the pool or starting inside the pool and without stopping. II) Only one attempt is allowed.	$X \leq 54.99''$	$X \leq 1'19.99''$	2.5
				$55'' \leq X \leq 1'19.99''$	$1'20'' \leq X \leq 1'28.99''$	2
				$1'20'' \leq X \leq 1'29.99''$	$1'29'' \leq X \leq 1'39.99''$	1.5
				$1'30'' \leq X \leq 1'39.99''$	$1'40'' \leq X \leq 1'51.99''$	1
				$1'40'' \leq X \leq 1'44.99''$	$1'52'' \leq X \leq 1'59.99''$	0.5
				$\geq 1'45''$	$\geq 2'00''$	0
2	SWIMMING / DIVING ABILITY	Freediving - dynamic apnea - diving and object collection (Picking up 2 objects from the bottom of the swimming pool)	I) Starting in flotation, the candidate must dive to the bottom then swim underwater until the first object which is 2 meters of distance from the starting point, retrieve the object and continue in dynamic apnea until the next object, retrieve it and bring both of them to the surface, placing them on the edge of the pool. <u>The objects:</u> shackles should weigh approximately 0.2 kg, will be positioned lying on the bottom of the swimming pool at depths between 1.4 meters and 2.5 meters. II) The candidate needs to dive directly to the swimming pool bottom and only after start moving towards the object. III) Two attempts are allowed.	 - Starting point - Duck dive - Dynamic apnea 2 meters - Object to be collected - Surfacing Test graphic pattern		2,5 if passed at the first attempt 1,5 if passed at the second attempt 0 if failed

2.2 Psychometric tests

- a) The Psychometric tests are conducted with the support of an external contractor.
- b) The Psychometric tests may be proctored via a secure online platform and require candidates to have a functioning webcam and microphone enabled throughout the assessment to ensure test integrity and compliance with assessment guidelines.
- c) The tests consist of multiple-choice questions with a statement and at least three alternative responses, out of which only one is correct. Candidates will have a limited amount of time to submit their answers. These tests are designed to measure candidates' decision making and judgement in work-like situations. They focus on verbal and abstract reasoning.
- d) 0 to 10 points will be awarded to each candidate per test. The final score will be the average of the two individual scores. Candidates who do not reach the minimum score of 3 points on each test will not proceed to the next stage/test and shall be excluded from the selection process.

2.3 Results after completing Stage I and Stage II

Upon finalisation of Stage II, candidates shall be listed and ranked in order of weighted scores, from highest to lowest, based on the sum of points obtained in the Knowledge test (Stage I), Psychometric test (Stage II), Physical aptitude test (Stage II) and Swimming test (Stage II). Candidates that fail the English test and/or do not reach the minimum scores required in the previous tests will be excluded from the next steps of the recruitment/selection procedure.

The score shall be calculated based on the sum of points obtained in two stages, and applying a weight as below:

Score = (Knowledge test score + Psychometric test score) x 70% + (Physical aptitude tests + Swimming tests) x 30%

Up to one hundred (100) highest scored candidates proceed to Stage III. When two or more candidates score the same points a higher number of candidates proceed to Stage III. The selection committee may decide to invite a higher number of candidates to participate in Stage III.

The final list and order of candidates proceeding to the next stage shall be confirmed by the selection committee. The selection committee reserves the right to invite additional candidates in the event of disqualification due to suspicious activity identified during the Psychometric tests and/or English language proficiency test. Any indicator of misconduct associated with the performance of candidates during Stage II will be evaluated and reviewed prior to final decision taken by the selection committee.

3. Stage III

3.1 Psychological assessment

The successful candidates shall be invited to a psychological evaluation with the support of an external provider. The evaluation includes a personality questionnaire and a role play (situational judgment, decision-making skills). Candidates who fail the psychological assessment will be excluded from the recruitment/selection procedure.

The psychological assessment will include:

- A personality questionnaire.
- A role play.
- A psychological interview.

3.2 Interview with the interview panel

In order to verify the candidates' suitability for the role, a competency-based interview will be carried out on the basis of pre-established selection criteria. The interview panel may be supported by the advice of specialists when deemed necessary, who will act as observers to the interview.

The interview shall address the selection criteria and be aimed at determining and confirming the suitability of the candidates for the development of border and coast guard duties. The interview shall be evaluated with scores, pre-established by the selection committee, and based on questions that may be addressed to the candidate for each of the criteria to be assessed.

The results of the candidates' tests carried out during this recruitment/selection procedure will be made available to the selection committee, as well the application form.

For assessing the candidate, the following criteria shall be considered:

1. Motivation to serve as a member of the Standing Corps.
2. Professional experience dealing with duties related to the tasks assigned.
3. Professional experience dealing with duties related to the tasks assigned in leadership position.
4. Attitude and performance of duty against the background of a law enforcement culture.
5. Communication and ability to express complex subjects in simple way.
6. Ability to solicit inputs from and listen to staff, partners, and stakeholders.

For the assessment of the interview, each candidate may be awarded up to 9 points.

Following the interview, the selection committee will consider the top scoring candidates for possible engagement, considering also interest of service for gender and geographical balance among Standing Corps staff.

4. Stage IV

4.1 Pre-recruitment medical examination

Selected candidates will be invited for a pre-recruitment medical examination which is performed by a medical service provider contracted by Frontex in line with a set of medical requirements. The medical and psychological criteria for the selection of Standing Corps staff include conditions relevant for the purpose of weapons authorisation. However, the weapon authorisation as such will be issued when all required conditions are met, including (but not limited to) successful completion of the Frontex Operational Training Programme.

4.2 Confirmation of eligibility criteria

Selected candidates will be required to submit complete original documentation for the verification of the declared eligibility and professional criteria as submitted in their application form. Should the submitted documents do not correspond to a candidate's declarations, the candidate shall be excluded from the selection/recruitment procedure.

What We Offer

Frontex is based in Warsaw, Poland. We offer a contract of employment for a period of five years²¹ with a probationary period of nine months. The contract may be renewed once for a period of five years.

The staff member's remuneration consists of a basic salary and allowances. The staff member may be entitled to various allowances, in particular to a management allowance, an expatriation (16 % of basic gross salary) or to a foreign residence allowance (4 % of basic gross salary) - depending on particular situation, and to family allowances (depending on personal situation) such as household allowance, dependent child allowance, pre-school allowance, education allowance.

The final net calculation (amount payable) is as follows:

Function group, grade, and step	AD8 Step 1	AD8 Step 2
1. Basic net/payable salary (after all deductions, contributions and taxes are applied)	5 058 EUR 21 844 PLN	5 237 EUR 22 620 PLN
2. Other possible monthly entitlements/allowances, depending on the personal situation of the candidate (expressed as gross amount weighted by 78.8% correction coefficient applicable for Poland):		
b. Household allowance	321 EUR 1 386 PLN	327 EUR 1 411 PLN
c. Expatriation allowance	1 091 - 1 336 EUR 4 711 - 5 769 PLN	1 137 - 1 382 EUR 4 909 - 5 971 PLN
d. Dependent child allowances for each child	403 EUR 1 742 PLN	403 EUR 1 742 PLN
e. Preschool allowance	99 EUR 425 PLN	99 EUR 425 PLN
f. Education allowance for each child up to	547 EUR 2 363 PLN	547 EUR 2 363 PLN

For staff member assigned to shift work, the amount of shift allowance will depend on the type of shift work performed as per the Council Regulation No 300/76²². The gross amounts (weighted by 78.8 correction coefficient applicable for Poland). are as follows:

Type 1: 524.86 EUR;

Type 2: 792.18 EUR;

Type 3: 866.17 EUR;

Type 4: 1,180.84 EUR.

The gross amount for standby duty allowance is calculated by multiplying 1.108 by the number of points collected per month (where 2 points are collected per hour during weekdays and 4 points are collected per hour during weekends/public holidays, weighted by 78.8 correction coefficient applicable for Poland).

The remuneration is expressed in EUR, after the compulsory deductions set out in the Staff Regulations of Officials (the "Staff Regulations") or in any implementing regulations is weighted by the correction coefficient for Poland (currently 78.8). It can be paid either in EUR or in PLN according to a fixed exchange rate (currently 4,3190 PLN/EUR).

The remuneration of the staff members, the correction coefficient and the exchange rate are updated annually before the end of each year, with retroactive effect from 1 July, in accordance with Annex XI of the Staff Regulations.

²¹ Management Board Decision 14/2019 shall apply in case of internal mobility.

²² [Council Regulation \(ECSC, EEC, Euratom\) No 300/76 of 9 February 1976 determining the categories of officials entitled to allowances for shiftwork, and the rates and conditions thereof](#)

Staff pays an EU tax at source and deductions are also made for medical insurance, pension and unemployment insurance. Salaries are exempt from national taxes. The rate of the solidarity levy is 6 %.

An [accredited European School](#)²³ operates in Warsaw to allow dependent children of all Frontex statutory staff (including Polish nationals) to attend a (tuition-free) European-type multilingual education. The school offers the complete education cycle (from Nursery to Secondary level finishing with the European Baccalaureate exam). Whereas Frontex staff children enjoy priority admission to the school, the availability may be limited in certain levels.

Moreover, under the Headquarters Agreement signed between the Agency and Polish authorities²⁴ in 2017, the Polish authorities may provide benefits to Frontex expatriate staff²⁵, which are available after starting the employment at Frontex, and after certain eligibility criteria are met:

- a) Reimbursement of VAT on purchases of household goods and furniture to assist a newcomer to settle in Warsaw.
- b) Reimbursement of VAT and excise tax (if applicable) on a purchase of a motor-vehicle.

Staff is entitled to an annual leave of two working days per each complete calendar month of service and to additional days of leave depending on the grade and age. Moreover, two and a half leave days are granted every year to the staff members entitled to the expatriation or foreign residence allowance for the purpose of visiting their home country. In addition, there are on average 18 public holidays per year. Parental leave and special leave for certain circumstances such as marriage, birth, or adoption of a child, are granted.

Being a knowledge-based organization, Frontex acknowledges the importance of training provided to its staff. Frontex provides general and technical nature training as well as professional development opportunities that are discussed annually during the staff performance appraisal.

Throughout the period of service, staff members are part of the EU pension scheme. The pension is granted after completing a minimum of 10 years' service and after reaching the pensionable age. Pension rights acquired in one or more national schemes before starting work at Frontex may be transferred into the EU pension system.

Staff is covered 24/7 and worldwide by the Joint Sickness Insurance Scheme (JSIS). Staff is insured against sickness, the risk of occupational disease and accident, and is also entitled under certain conditions to a monthly unemployment allowance, the right to receive payment of invalidity allowance and travel insurance.

For further information on working conditions please refer to the Staff Regulations and the CEOS.

Frontex requires selected candidates to undergo a vetting procedure executed by the National Security Authority of the candidates' state of citizenship in order to obtain a personnel security clearance. The level of the latter depends on the specific post/position. For this post, the **required level of clearance is specified on the title page of the Recruitment Notice**. Candidates who currently hold a valid personnel security clearance at the above-mentioned level (or higher) may not need to obtain a new one, pending confirmation from their respective National Security Authority. The National Security Authority of the candidate shall provide Frontex, with an opinion or a personnel security clearance in accordance with relevant national legislation. Should selected candidates not currently hold a valid security clearance at the above-mentioned level, Frontex will request clearance from the National Security Authority of the candidates' state of citizenship. Should a candidate fail to obtain the required personnel security clearance or should the National Security Agency issue a negative opinion at the above-mentioned level after the signature of the contract of employment, Frontex has the right to terminate the contract of employment.

²³ More details on the European Schools system available here: [About the Accredited European Schools \(eursc.eu\)](#).

²⁴ Headquarters Agreement between the Republic of Poland and the European Border and Coast Guard Agency (Frontex) (Polish Official Journal of 2017, item 1939).

²⁵ Staff Members who are Polish citizens or permanent residents in the host Member State are excluded.