



Council of the European Union
General Secretariat
Directorate-General Administration
Directorate Human Resources and Personnel Administration
The Director

His/Her Excellency the Ambassador

Permanent Representative of the
Member States to the
European Union

(by e-mail)

Brussels, 5 October 2017

Subject: Cost-free Secondment of a national expert specialised in the energy sector to the General Secretariat of the Council

Ref.: END/7/2017 (6269)

Dear Sir / Madam,

DGE 2B provides political and practical guidance to the Presidency on legislative and non-legislative files in the fields of energy, atomic questions, telecommunications and postal services. It supports Council work in these fields at meetings of working parties, COREPER and the TTE Council.

We are currently seeking a suitable candidate as a seconded national expert on energy policy to support the current work on the clean energy package and external energy relations. This is a typical AD post in a policy unit at the Council Secretariat and should be filled by a fully motivated candidate.

The duration of the secondment is 6 months, with the possibility of extension to a maximum of four years. Please note that according to Article 5 of Council Decision 2015/1027/EC, this secondment could be extended for an additional period of up to two years in exceptional cases.

The qualifications and experience required are set out in the Annex. The expert should take up their duties at the General Secretariat of the Council on **1 January 2018**.

The terms of the secondment are set out in the Council Decision of 23 June 2015 on the rules applicable to national experts on secondment to the General Secretariat of the Council (2015/1027/EC, OJ L 163, 30.6.2015, repealing Decision 2007/829/EC). According to Article 6 thereof, the expert's employer must continue to pay the expert's salary and all social rights, in particular those concerning social security, insurance and pension.

Furthermore, according to Article 1 of this Decision, Articles 18, 19, and 20 are not applicable to any experts on cost-free secondments. In practice, cost-free seconded experts are not entitled to receive any allowances or travel expense reimbursements from the General Secretariat of the Council.

According to Article 2 of this Decision, seconded national experts should be nationals of an EU Member State.

Member States are hereby invited to propose candidates qualified for this post.

I should be grateful if proposals could indicate the national contact person in charge of the candidate's submission. Submissions are to be accompanied by a curriculum vitae listing all posts held to date, plus education details, and by a letter stating the reasons prompting the application.

Replies to this letter should be sent by e-mail, no later than **27 October 2017, 17.00 Brussels time**, to the following address: **service.recrutement-END@consilium.europa.eu**.

DGE 2B, together with the Human Resources Directorate, will examine the applications received, decide which candidates to shortlist, and conduct the interviews.

The Appointing Authority will decide on the appointment based on the outcome of the selection procedure. The General Secretariat of the Council may also decide to use the list of suitable candidates to cover any future vacancies with the same profile.

If necessary, further information can be obtained from the General Secretariat of the Council by contacting Janusz Bielecki (tel. +32 2 281 6003, e-mail: janusz.bielecki@consilium.europa.eu), Head of Unit DGE 2B, "Energy policies, Atomic questions, Information Society".

Yours faithfully,



Cesira D'Aniello

Annex

ANNEX

Cost-free Seconded National Expert (SNE) at the General Secretariat of the Council of the European Union

DG E, Directorate 2 "Transport, Telecommunications and Energy" Unit 2B "Energy policies, Atomic questions, Information Society"

Ref.: END/7/2017 (6269) - 1 post

Job description

A. Tasks

Under the authority of the Head of Unit for DGE 2B and working with Council officials, the expert will be expected to perform the following tasks:

- Contribute to the preparation, coordination and follow-up work of the Council, its preparatory bodies and special committees;
- Draft documents relating to the activities of the Council and its preparatory bodies;
- Analyse political dossiers with a view to facilitating decision-making;
- Provide advice, as appropriate, to the President of the European Council and/or members of the Council, the Presidencies and the Secretary-General; and
- Communicate and cooperate with colleagues and external partners.

Specifically:

- Provide the Council and the Presidency with the expertise and assistance needed for efficient handling of files subject to the ordinary legislative procedure;
- Liaise with the relevant services in the European Parliament, Commission and GSC in the context of the ordinary legislative procedure;
- Advise and assist the Presidency and the Council in their relations with other EU institutions and bodies and with national parliaments, whilst maintaining regular contacts with the relevant counterparts;
- Follow and report on relevant meetings of the European Parliament and other EU institutions and bodies; and
- Contribute to the preparation and conduct of international negotiations, and to coordination of the EU's position in international fora.

B. Qualifications and experience required

- Professional experience of at least three years in the field of energy combined with knowledge of the EU energy policy and the current legislative proposals in this field.
- Strong negotiation capacity and ability to provide strategic advice to the Presidency and to his/her hierarchy in the policy areas for which the unit is responsible. Experience with the ordinary legislative procedure will be seen as an asset.

- A thorough knowledge of one EU language and a satisfactory knowledge of a second language are required for the performance of these duties. In practice, in the interest of the service, and as drafting and editing skills are especially needed, a thorough written command of English is required. Knowledge of French would be an asset.
- National security clearance at EU CONFIDENTIEL level. Such clearance needs to be obtained by the candidate from his/her competent authorities before secondment to the General Secretariat of the Council. The validity of the clearance should cover the entire period of the secondment. In the absence thereof, the General Secretariat reserves the right to refuse the candidate's secondment as a national expert.

C. Skills and abilities required

- Excellent drafting, communication (oral and written) and networking skills;
- Ability to manage a heavy workload and work effectively as a team member;
- Very good organisational skills and flexibility;
- Discretion and good political judgement; and
- Readiness and availability to travel occasionally within the EU.

D. General conditions:

Be a national of one of the Member States of the European Union and enjoy full rights as a citizen.

The General Secretariat of the Council applies an equal opportunities policy.

Further information on the nature of the post can be obtained from Mr Janusz Bielecki (janusz.bielecki@consilium.europa.eu - Tel. +32 2 281 6003).
