



**Council of the European Union**  
General Secretariat

Directorate-General for Organisational Development and Services  
Directorate for Human Resources  
*The Director*

His/Her Excellency the Ambassador

Permanent Representative of the  
Member States to the  
European Union

(by e-mail)

Brussels, 26 February 2020

**Subject: Secondment of a national expert to the General Secretariat of the Council, GSC.ORG.5.A.S1, Safety and Security Directorate, Risk Management and Business Continuity Planning sector**

Ref.: SNE/03/2020 (337612)

Dear Sir/Madam,

The Risk Management and Business Continuity Planning sector seeks a Security Threat Assessment expert to reinforce the area of counter espionage and the security of information (EU classified, or non classified but sensitive, information and meetings).

The duration of the secondment is two years, with the possibility of extension to a maximum of four years in total. Please note that, in accordance with 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 his or her duties at the General Secretariat of the Council by **1 June 2020**.

The conditions of the secondment, including allowances paid by the Council, 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 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 would be grateful if the proposals could indicate the national contact point(s) responsible for each candidate's submission. Submissions must be accompanied by a curriculum vitae providing details of education and all posts held until now, and by a letter of motivation.

Replies to this letter should be sent by e-mail, no later than **20 March 2020, 17.00 Brussels time**, to the following address: [sne.recruitment@consilium.europa.eu](mailto:sne.recruitment@consilium.europa.eu).

The Safety and Security Directorate, 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 possible future vacancies with the same profile.

If necessary, further information can be obtained from the General Secretariat of the Council by contacting Mr Philip Meulenberghs (email [philip.meulenberghs@consilium.europa.eu](mailto:philip.meulenberghs@consilium.europa.eu), tel. +32 2 281 8034).

Yours faithfully,



Nathalie Pensaert

Annex: 1

**Seconded National Expert for  
the General secretariat of the Council of the European Union**

**ORG.5.A.S1 - Risk Management and Business Continuity Planning  
Counter Intelligence & Security Threat Assessment Expert**

*(1 post)*

**Ref.: END/3/2020 (337612)**

Description of post

**A. Main tasks and responsibilities**

Under the guidance of the Director of the Safety and Security Directorate (DSS) and the head of the Security Strategy and Business Continuity Unit, the expert will work in the unit's Security Risk Management and Business Continuity Sector. The expert's direct line manager will be the Head of Sector -ORG5.A.S1 - Security Risk Management and Business Continuity.

The sector is performing the full range of tasks connected with the management of security threats and risks: security investigations, open source and social media intelligence, security risk management, threat assessments, counter intelligence activities, penetration testing, awareness activities.

We provide senior management with risk assessments and advice about security measures.

The way of working for the expert will be result oriented, pragmatic and flexible. Depending on the dossier, the expert may also work for the Head of Unit or the Director. The expert will have a lot of autonomy, but he/she will be required work in close cooperation and coordination with the other experts in the sector, with the Head of the investigations office and the team of security investigators, with the OSINT specialists and with specialists from other departments, for example cyber security, operational security.

The expert will help to coordinate the full range of activities connected with the management of security threats and risks. He/she will deal with security investigations, open source and social media intelligence, security risk management, threat assessments and counter intelligence.

We are not looking for a pure analyst profile, the expert will have to be operationally active, may be asked to participate in investigations, penetration tests and other security projects as needed.

He/she will be asked to provide senior management with risk assessments, reports and advice about security measures.

**B. Qualifications and experiences**

Applicants should ideally:

- have completed a full university education, as evidenced by a diploma, or have equivalent professional experience;
- have at least 10 years' professional experience in a state counter intelligence function in a member state security service, with recent experience of security investigations and inquiries in the field of counter-espionage;
- have a knowledge of the activities of the European institutions and an excellent knowledge of the European intelligence structures and security services;
- have experience and be able to carry out operational work -investigations- within the framework of Security and Intelligence duties, as well as analysis work;

- have experience in the assessment of threat actors, their capabilities and motivation and of the effectiveness of security threat mitigations;
- have experience in providing advice on mitigation measures;
- have experience in monitoring and analysing global security situation and trends;
- have experience in accessing and analysing information quickly in order to assist security operations or counter intelligence activities;
- have experience in providing ad hoc advice and support in case of acute security threats or situations in Europe and abroad;
- have an understanding of the institutional mechanisms of the EU and an ability to work in an international environment;
- have a thorough knowledge of one EU language and a satisfactory knowledge of a second language required for the performance of these duties. In practice, in the interests of the service, the chosen candidate should have a good knowledge in spoken and written English and/or French. Accurate and analytical report writing ability in English is essential. Knowledge of other EU member state languages, or Russian, Arabic or Chinese will be considered an advantage.

### **C. Conditions and skills required**

- Good drafting skills for the elaboration of analysis, reports and presentations on security issues;
- Ability to give briefings to various audiences including high-level managers and VIP's;
- Discretion in handling sensitive and confidential information;
- Know-how to process classified information;
- Sound judgment skills in critical situations, as well as good multitasking skills;
- Be versatile, well-organised and able to prioritise and to take initiatives;
- Be a strong team player;
- Be conversant with computers and information technology;
- A national security clearance at TRES SECRET UE/EU TOP SECRET level. Such clearance needs to be obtained by the candidates from their relevant national authorities before secondment to the General Secretariat of the Council. The clearance must be valid for the entire period of secondment. If not, the General Secretariat reserves the right to refuse the secondment as national expert.

### **D. General conditions**

- Nationality of one of the Member States of the European Union and enjoyment of full rights as a citizen.
- Have fulfilled any obligations imposed by the laws concerning military service.

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

For more information related to the selection, please contact Mr. Philip MEULENBERGHS:  
tel.+32.2.281 8034, e-mail: [philip.meulenberghs@consilium.europa.eu](mailto:philip.meulenberghs@consilium.europa.eu)