EUROPEAN DATA
PROTECTION SUPERVISOR

CHRISTOPHER DOCKSEY
DIRECTOR

NOTICE OF VACANCY N° 2/2014

(Publication under Article 29, paragraphs 1 a) and b) of the Staff Regulations - Transfer)

The European Data Protection Supervisor (EDPS) has decided to fill a vacancy in his establishment plan for the grades AD 5-8.

EMPLOYMENT : **SECRETARIAT OF THE EUROPEAN DATA PROTECTION SUPERVISOR**
UNIT POLICY AND CONSULTATION

1 ADMINISTRATOR/LEGAL OFFICER (F/M)

CATEGORY AND GRADES : AD 5-8

PLACE OF EMPLOYMENT : BRUSSELS

JOB DESCRIPTION :

The EDPS is an independent supervisory authority with the task of ensuring that the European Union institutions and bodies respect the right to privacy when they process personal data or develop new policies. The Policy and Consultation Unit is in charge of the consultation of the European institutions in any field of activity. This includes:

- advising the Commission and the other competent bodies on legislative proposals and related documents (such as communications or international agreements) in relation to the processing of personal data. This also includes advising on the review of the data protection legal framework;
- cooperating with the national data protection authorities in the carrying out of their functions both directly and within the group established by Article 29 of the Directive 95/46/EC, as well as keeping relations with (authorities of) third countries and international organisations.

Acting under the authority of the Supervisor, Assistant Supervisor and Director, the officer will take part in a number of tasks in accordance with the instructions of the Head of Unit Policy and Consultation, in close cooperation with all the members of the Unit. The tasks of the legal officers in the Unit include especially:

- follow the developments of EU policy that may have an impact on the protection of personal data;
- advise the Commission and the other competent bodies on legislative proposals and related documents (such as communications or international agreements) in relation to the processing of personal data;
- draft opinions and other documents for the Supervisor;
- cooperate with the national data protection authorities in the carrying out of their functions both directly and within the group established by Article 29 of the Directive 95/46/EC;

- contribute to the Unit's activities on the review of the data protection legal framework and the relations with the institutions of the European Union;
- represent the EDPS in external meetings, and, where appropriate, in public events.

We work in a rapidly developing area which is highly strategic for data protection. We therefore look for someone who is proactive and enthusiastic about his or her work and is willing to cooperate closely within a relatively small organisation.

We especially look for someone who fits in an informal, but professional working environment, where we appreciate collegiality, sharing of information, and creativity, and who enjoys engaging constructively with stakeholders, based on our core values: integrity, impartiality, transparency and pragmatism.

REQUIRED QUALIFICATIONS AND EXPERIENCE:

- to have successfully accomplished and completed university studies in the field of law attested by a diploma;
- to have a good knowledge of the structure and functioning of the European Union and of its institutions, the treaties and other fields of EU law in relation to the position;
- to have several years of relevant professional experience as well as good capacity of analysis and editorial skills;
- a good knowledge of the legislation and its implications concerning data protection is considered an asset;
- a general user knowledge of modern information technology is desirable;
- a thorough knowledge of one of the official languages of the European Union and good knowledge of another EU language. For practical reasons, a good knowledge of English is necessary and in French desirable. Knowledge of other official languages would be considered as an advantage.

ADMISSIBILITY :

Officials of the Institutions of the European Union in grades AD5 to AD8 who are interested in this position and who think have the necessary qualifications are invited to send a request for transfer to the functional mailbox Recruitment@edps.europa.eu. For more information, please contact Mr. Hielke HIJMANS, Head of Unit Policy and Consultation, tel. +32 (0) 2.283.19.16.

Each application must contain the following documents:
- a detailed curriculum vitae
- an official document attesting the status of an official (category, grade), the different posts held in the EU institutions and bodies, and a copy of the last two evaluation reports.

DEADLINE FOR SUBMITTING APPLICATIONS: FROM 17/02/2014 TO 12/03/2014

Brussels, 17/02/2014

Christopher DOCKSEY

SOME FACTS ABOUT THE EDPS AND OUR STAFF

EDPS: The smallest and youngest of the EU institutions

The EDPS was established in Brussels in 2004. It has about 60 staff members (most of them EU officials but also some contract agents) working full or part time.

EDPS: A great place to work

We believe that a good working environment is a precondition to ensure staff engagement and well-being and that it is essential to strike a good balance between work and private life. To this end we provide staff with a modern working environment using familiar IT tools, a good balance between work and private life (using flexitime and telework), and very little hierarchy or bureaucracy.

EDPS: A place to grow and develop your career

Due to the small size of the institution, our staff enjoys a high level of autonomy and diversity of tasks, working in small, dynamic teams. We have developed an ambitious "Learning & development policy" to foster personal development and to improve personal skills and competencies.

Our staff benefit from the same mobility policy as the larger EU institutions such as the Commission, Parliament and the Council, because the EDPS is treated as an EU institution for the purposes of the Staff Regulations and the Financial Regulation. As a result, staff can transfer their grade, step, seniority and all the other career elements seamlessly between the EDPS and any of these institutions. Indeed, a spell with the EDPS can be a useful career step for officials who would like to work with us for a while and then return to continue their careers long-term within the larger institutions. For example, four of the seven EDPS desk officers who were transferred to the Commission in 2012 and 2013 moved to junior management posts.