



LEONARDO CERVERA NAVAS  
DIRECTOR

**NOTICE OF VACANCY N° 08-09/2021-edps-ca**

The European Data Protection Supervisor has decided to hire three Contract Agents function group IV (article 3b of the Conditions of employment of other servants of the European Union).

**EMPLOYMENT:** SECRETARIAT OF THE EUROPEAN DATA PROTECTION SUPERVISOR  
UNIT SUPERVISION AND ENFORCEMENT

**2 LEGAL OFFICERS SPECIALISED IN DATA PROTECTION**

**CATEGORY AND GRADES:** Contractual Agent, FGIV (duration of contract 1 year, renewable)

**PLACE OF EMPLOYMENT:** BRUSSELS

**JOB DESCRIPTION:**

The EDPS is the independent supervisory authority with the task of ensuring that the institutions and bodies of the European Union respect the rights to privacy and protection of personal data when they process personal data or develop new policies.

Acting under the authority of the Supervisor and the Director, the officers will take part in a number of tasks in accordance with the instructions of the Head of the Supervision and Enforcement Unit.

The tasks related to ensuring the application of Regulation (EU) 2018/1725 as well as Regulation (EC) 2018/1727 and Regulation (EU) 2016/794 may include, in particular:

- ) informing and advising EU institutions and bodies (EUIs) on the application of these Regulations;
- ) informing and advising controllers and data subjects on their rights and obligations;
- ) contributing to EDPS knowledge management;
- ) performing data protection audits;
- ) hearing and investigating complaints and other requests of data subjects and conduct inquiries;

- ) handling prima facie inadmissible complaints;
- ) cooperating with the Data Protection Officers of the EUIs;
- ) cooperating with the EU Data Protection Authorities through EDPB meetings;
- ) representing the institution externally, including before the Court of Justice;
- ) when performing these tasks, the officers should consider the potential wider socio-economic impacts, risks and unintended consequences of EUIs' processing of personal data, in a way that complements the legal analysis

#### **REQUIRED QUALIFICATIONS AND EXPERIENCE:**

- to have successfully accomplished and completed university studies preferably in the field of law attested by a diploma;
- training or qualification in sociology, economics, anthropology, ethics or philosophy will be considered an advantage;
- 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 a good knowledge of the legislation on data protection and its implications for EUIs;
- knowledge of EU policies and legal instruments in the field of police and judicial cooperation is considered an asset;
- practical experience in the field of data protection;
- excellent research skills and ability to draw information from multiple sources;
- problem-solving skills and creativity in proposing possible solutions;
- willingness to obtain security clearance ;
- a good knowledge of modern information technology, including IT management, is considered as an asset;
- a thorough knowledge of one of the official languages of the European Union and a good knowledge of another EU language is required. For practical reasons, an excellent knowledge of English is desirable. Knowledge of other official languages would be considered as an advantage.

These activities may require missions away from head office.

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.

#### **ADMISSIBILITY:**

The Selection Panel, assisted by the Human Resources team, will screen the eligible candidates from the spontaneous applications received at functional email box

[recruitment@edps.europa.eu](mailto:recruitment@edps.europa.eu) and from the available CAST lists. Spontaneous applications received after 14/04/2021, may not be considered for this position.

The candidates preselected will be invited to an interview.

Aligned with our Equal Opportunities strategy and with Article 1d of the Staff Regulations, the EDPS embraces diversity and promotes equal opportunities. The EDPS accepts applications without discrimination on grounds of sex, race, colour, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of national minority, property, disability, age, gender identity or sexual orientation.

If you require any special arrangements (for specific handicap or disability) in order to take part in this selection procedure, please indicate this in your application.

For more information, please contact Ms. Delphine HAROU, Head of Unit Supervision and Enforcement, tel. +32 (0) 28.31.919.

For an application<sup>1</sup> to be considered valid, candidates must submit:

- a detailed curriculum vitae and
- a motivation letter

**DEADLINE FOR SUBMITTING APPLICATIONS: FROM 31/03/2021 to 14/04/2021**

Brussels, 31/03/2021

  
Leonardo CERMEBA NAVAS

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<sup>1</sup> All personal data from the applications is processed in accordance with the EDPS Data Protection notice.

**EDPS: A young and dynamic institution**

The EDPS was established in Brussels in 2004, and as the European's Union independent data protection authority, the EDPS aims to serve as an impartial centre of excellence for enforcing and reinforcing EU data protection and privacy standards, both in practice and in law.

It has about 110 staff members, most of which are EU officials but also contract agents and Seconded National Experts 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, and good balance between work and private life (using flexitime and telework).

**EDPS: A place to grow and develop your career in an EU 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. Also we encourage and fully support AST colleagues who are eligible to participate in the Certification Programme.

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. The EDPS can be a useful career step for established officials who would like to work with us for a while and then return to continue their careers long-term within the larger institutions.