



Working for the EUROPEAN INSTITUTIONS



Why apply?

- ✦ **Flexibility** to change jobs/fields whilst remaining with one employer
- ✦ Availability of **training** and opportunities to gain new skills
- ✦ Working with colleagues from a **diverse** range of backgrounds
- ✦ Being **interested and challenged** by your work
- ✦ Making a difference; having a **meaningful** job
- ✦ **A good salary** (Basic starting salaries: AST1-2600€, AD5-4200€ per month)
- ✦ Opportunities for **career progression**
- ✦ **Job security**
- ✦ Possibility of **travel and working abroad**
- ✦ Ability to have a good **work/life balance**, predictable working hours and part-time working arrangements
- ✦ Working in a **high-profile area** that's often in the media
- ✦ **Good terms and conditions**: annual leave (24 days + 17 days public holidays), maternity leave (20 weeks), parental leave (6 months), career break

How to apply

- ✦ Entry is by open competition
- ✦ Apply online on www.eu-careers.eu
- ✦ Regular cycle of competitions
- ✦ Selection procedure lasts 5-9 months

Who can apply

- ✦ Citizens of the 27 Member States
- ✦ Anyone able to work in at least 2 official EU languages of which one is EN, FR or DE

Categories of staff

- ✦ AD – Administrators → university degree
administrators, policy makers, researchers, managers, translators, interpreters ...
- ✦ AST – Assistants → higher secondary education + professional experience
administrative assistants (e.g. in finance, HR), technicians, secretaries, ...

Competition structure

All Applicants

1. Computer Based Tests (CBT) = multiple choice tests in FR, EN or DE
 - ✦ verbal & numerical reasoning
 - ✦ abstract reasoning
 - ✦ situational judgement
 - ✦ AST: professional skills
 - ✦ Linguists: language skills
 - (✦ **EU knowledge is no longer tested**)

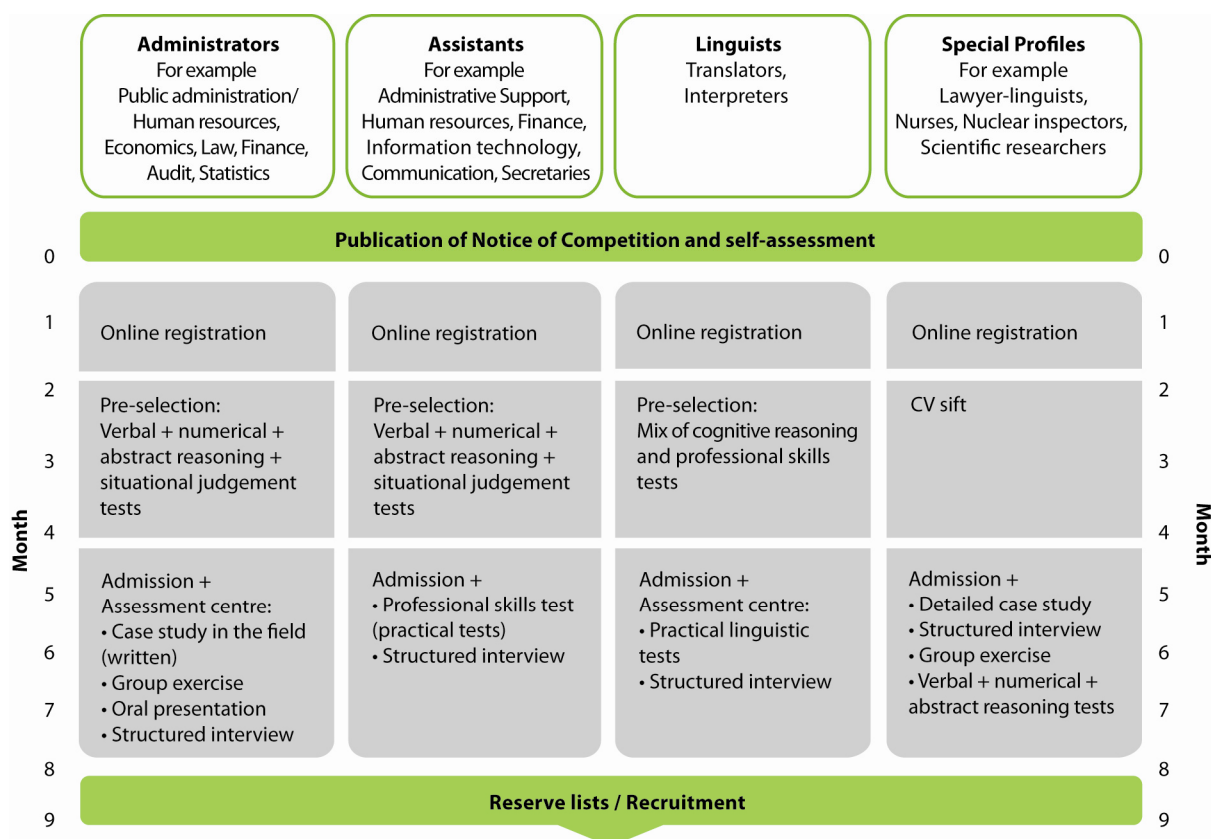
Fixed Quota of Candidates (having passed CBT)

2. Assessment
A full day of tests at an assessment centre in Brussels, through which your suitability will be systematically measured against required "competencies"

What are we testing during the assessment

<u>Competencies</u>	<u>Knowledge</u>
<ul style="list-style-type: none"> ✦ Analysis and problem solving ✦ Communicating ✦ Delivering quality and result ✦ Learning and development ✦ Prioritising and organising ✦ Resilience ✦ Working with others + ✦ Leadership (AD) 	<ul style="list-style-type: none"> ✦ Of your field (in EU context) ✦ Second language ✦ Main language

Annual competitions



Other job possibilities

- ✦ Temporary staff: contract agents, temporary agents, trainees, SNE
http://europa.eu/epso/discover/careers/staff_categories/index_en.htm

Contact

You can contact the European Personnel Selection Office (EPSO) by:

- ✦ Using the webform on www.eu-careers.eu
- ✦ Calling our candidate contact service on +32 (0)2 299 3131 from Monday to Friday during opening hours: 9.00 -11.30 and 14.00 -16.00 (Brussels time).