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(Announcements)

ADMINISTRATIVE PROCEDURES

EUROPEAN COMMISSION

Vacancy for a President of the Community Plant Variety Office (CPVO) (Grade AD 14)**COM/2010/10274**

(2010/C 190 A/01)

We are

The Community Plant Variety Office (CPVO) was established in 1994 by Council Regulation (EC) No 2100/94 of 27 July 1994 on Community Plant Variety Rights (OJ L 227, 1.9.1994, p. 1), as last amended by Regulation (EC) No 15/2008 of 20 December 2007 (OJ L 8, 11.1.2008, p. 2).

The purpose of the Office, a Community body, which has legal, administrative and financial autonomy, is to administer and to grant Community plant variety rights; these are a specific type of Industrial Property rights in respect of new plant varieties. The Office has, in particular, to take decisions on applications for the granting of such rights, which afford uniform intellectual protection throughout the European Union (EU).

The Office is located in Angers, France, and it has a staff of 46 persons. Its budget is around EUR 13 million yearly, financed mainly by the proceeds of the various fees it levies.

The Web-site is at <http://www.cpvo.europa.eu>

We propose

The President represents the Office and is responsible for its management. In particular, he or she has the following functions:

- To take all necessary steps, including the adoption of internal, administrative instructions and the publication of notices, to ensure the functioning of the Office in accordance with EU provisions, rules and guidelines,
- To draw up the estimates of the revenue and expenditure of the Office, and implement its budget,
- To exercise in respect of the Office staff the powers delegated to the EU Institutions by the Staff Regulations of officials of the European Communities and Conditions of Employment of other servants,
- To place before the Administrative Council draft amendments to Regulation (EC) No 2100/94, the Fees Regulations and other implementing rules, or any other rules relating to Community plant variety rights.

We look for**Preference will be given to candidates who have:**

- Management skills, namely:
 - a sound capacity to manage an influential Agency, both at strategic and at internal management level,
 - the ability to lead and motivate a large team of highly qualified experts in a European, multicultural and multilingual environment,
 - proven experience of budgetary, financial and human resources management in a national, European and/or international context,
- Knowledge of EU and national policies:
 - very good understanding of the EU Institutions and EU policies in the field of Intellectual Property, Plant Variety Rights, related international activities and other policies of relevance to the activities of the Office,
- Negotiation and communication skills:
 - a strong ability to communicate to the public and cooperate with stakeholders (European, international, national and local authorities, international organisations, etc.),
 - excellent skills in relation to interpersonal relations, partnership dialogue, coordination and negotiation,
- Language skills:
 - excellent written and oral communication skills in English. Sound skills in French would be an advantage.

Applicants must

Applicants will be considered for the selection phase on the basis of the following formal criteria to be fulfilled by the closing date for applications:

1. **Nationality:** Be a national of a Member state of the EU;
2. **University Degree or Diploma:**
 - (i) Have a level of education which corresponds to completed university studies attested by a diploma when the normal period of university education is four years or more; or
 - (ii) Have a level of education which corresponds to completed university studies attested by a diploma and appropriate professional experience of at least one year when the normal period of university education is at least three years (this one year's professional experience cannot be included in the post-graduate professional experience required below);
3. **Professional Experience:** Have at least 15 years' post-graduate experience acquired after the required qualifications referred to above was obtained; of the 15 years of professional experience, at least 5 years need to be acquired in the domain of the Agency's activities;
4. **Management Experience:** Have at least 5 years of professional experience gained in a high-level management function ⁽¹⁾;
5. **Languages:** Have a thorough knowledge of one of the EU official languages and an adequate knowledge of another of these languages;
6. **Age Limit:** Be able to complete the full five-year-mandate before reaching retirement age. For temporary staff of the European Communities, retirement age is defined as being the end of the month in which the person reaches the age of 65.

⁽¹⁾ In their CVs applicants should indicate at least for these 5 years during which high level management experience has been acquired: (1) title and role of management positions held, (2) numbers of staff overseen in these positions, (3) the size of budgets managed, and (4) numbers of hierarchical layers above and below and number of peers.

Independence and declaration of interests

The President will be required to make a declaration of commitment to act independently in the public interest and to make a declaration in respect of any interests which might be considered prejudicial to his/her independence. Applicants must confirm their willingness to do so in their application.

Selection and appointment

The European Commission will set up a pre-selection panel for the selection process. This panel will invite applicants with the best profile for the specific requirements of the post to an interview, selected on the basis of their merits and the criteria set out above.

Following these first interviews, candidates short-listed by the pre-selection panel will be called for a further interview with the Commission's Consultative Committee on Appointments (CCA); however, before this interview takes place, they will undergo a full-day testing by an assessment centre run by external recruitment consultants. Candidates who are short-listed by the CCA will then be interviewed by the relevant Commissioner.

On the basis of a proposal by the relevant Commissioner, the European Commission will adopt a shortlist of successful candidates, after obtaining the opinion of the Administrative Council of the CPVO, and which will be communicated to the Council. The latter will interview the short-listed candidates and appoint the President from among them. Inclusion on the shortlist submitted by the European Commission to the Council does not guarantee appointment. Candidates may be required to undergo further interviews and/or tests in addition to those indicated above.

The appointed candidate would be expected to take up the position from 1 August 2011.

Equal opportunities

The Agency applies a policy of equal opportunities and non discrimination in accordance with Article 1d of the Staff Regulations ⁽²⁾.

Conditions of employment

The President will be appointed as a staff of the Agency as a temporary agent at grade AD 14 pursuant to Article 2(a) of the Conditions of Employment of Other Servants of the European Communities ⁽³⁾ for a 5 year period, which may be renewed, as stated in the basic Act.

The place of employment is Angers (France), where the Office is based.

Application procedure

This position can be published in parallel with other senior official positions. Candidates who wish to apply for more than one position must submit a separate application for each one.

Before submitting your application, you should carefully check whether you meet all the eligibility criteria ('Candidates must'), particularly concerning the types of diploma and professional experience required. Failure to meet any of the eligibility criteria means an automatic exclusion from the selection procedure.

For applications to be valid, candidates must submit:

1. a covering letter;

AND

2. a free-format Curriculum Vitae (CV). The CV should preferably be drafted using the Europass CV format ⁽⁴⁾. Applicants are explicitly requested to highlight and give a brief account of the experience and expertise relevant to the job as well as details on the size — number of staff — budget and nature of the departments they have previously managed.

⁽²⁾ OJ L 124, 27.4.2004, p. 1; <http://eur-lex.europa.eu/en/index.htm>

⁽³⁾ See footnote 2.

⁽⁴⁾ The Europass CV can be downloaded from: <http://europass.cedefop.europa.eu/htm/index.htm>

Applications that are incomplete will be rejected.

Supporting documents (e.g. certified copies of degrees/diplomas, references, proof of experience, etc.) should not be sent at this point but must be submitted at a later stage of the procedure if requested.

In order to facilitate the selection process, all communications to candidates concerning this vacancy will be in English language. Please note that the selection procedure will be carried out in English and/or French only ⁽⁵⁾.

Applications, preferably in English, French or German, should be sent by e-mail to:

sanco-avis-de-vacance@ec.europa.eu

Applicants who are not able to send their applications by e-mail may send them by registered mail or express courier service to:

DG SANCO.A.5 (F101-5/62)
European Commission
Rue de la Loi 200
1049 Brussels
BELGIUM

Applicants are asked to report any change of address in writing without delay to the address above.

Closing date

Applications must be sent either by e-mail or by registered mail no later than **10 September 2010** (date of e-mail or date as postmark for registered mail).

Applications sent by express courier service must be delivered on the same date **before 17.00 hrs** (Brussels time) to the address above.

The Commission reserves the right to extend the closing date of this vacancy by publication in the *Official Journal of the European Union* only.

Contact person for additional information

Mr Jacques GENNATAS, Adviser to the Deputy Director General, DG Health and Consumers, telephone: +32 22959713, e-mail: Jacques.Gennatas@ec.europa.eu

Important information for applicants

Applicants are reminded that the work of the selection committees is confidential. It is forbidden for applicants to make direct or indirect contact with members of these committees or for anybody to do so on their behalf.

Protection of personal data

The Commission and the Agency will ensure that candidates' personal data are processed as required by Regulation on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data ⁽⁶⁾.

⁽⁵⁾ The selection panel will ensure that no undue advantage is given to native speakers of these languages.

⁽⁶⁾ (EC) No 45/2001 of the European Parliament and of the Council of 18 December 2000 — OJ L 8, 12.1.2001, p. 1-22.