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(Announcements)

ADMINISTRATIVE PROCEDURES

EUROPEAN FOUNDATION FOR THE IMPROVEMENT OF
LIVING AND WORKING CONDITIONS

NOTICE OF OPEN COMPETITION: PROGRAMMER ANALYST

REFERENCE: EF/TA/09/01

(2009/C 105 A/01)

The European Foundation for the Improvement of Living and Working Conditions (Eurofound), based in Dublin, Ireland, is seeking to recruit a Programmer Analyst.

Reporting to the Head of ICT Unit, the successful candidate will be responsible for some or all of the following:

- Microsoft Office Sharepoint Server 2007 (MOSS) implementation, including configuration, integration with existing systems, customisation and programming.
- Intranet redesign and development: the design and implementation of a suitable solution to enhance Eurofound's current Intranet and associated applications.
- Requirement analysis, specification and implementation of business applications, working closely with Eurofound staff from relevant business units.
- Implementing, documenting and supporting Intranet based applications working closely with Eurofound's external programming contractors.
- Working closely with other ICT team members to provide general ICT support and troubleshooting via the ICT Helpdesk.
- Other duties and responsibilities that may be assigned.

The competition is open to candidates who:

- are citizens of one of the Member States of the European Union,
- are entitled to full rights as a citizen,
- have fulfilled any obligations imposed by the laws concerning military service,
- are able to produce character references as to suitability for performance of the duties specified,
- have a thorough knowledge of one official language of the European Union and a satisfactory knowledge of another language of the Union, including an excellent knowledge of English which is the principal language of the Foundation,
- have completed an advanced level of secondary education attested by a diploma giving access to university studies,
- have at least three years' experience following completion of a diploma, including two years' experience in a similar position.

The successful candidate will be recruited to Function Group AST, Grade 3, as Temporary Agent with a contract of indefinite duration.

Full details of the post as well as the application and selection procedures can be downloaded from the Eurofound website vacancies page: www.eurofound.europa.eu/about/vacancies/. Candidates should read the vacancy notice carefully as incomplete applications will be eliminated.

All applications must be submitted on the official application form which can also be downloaded from the website.

Deadline for applications: 7 June 2009.

NOTICE OF OPEN COMPETITION: RESEARCH MANAGER (HUMAN RESOURCES MANAGEMENT)

REFERENCE: EF/TA/09/07

(2009/C 105 A/02)

The European Foundation for the Improvement of Living and Working Conditions (Eurofound), based in Dublin, Ireland, is seeking to recruit a Research Manager (m/f) — Human Resources Management.

The post of Research Manager (HRM) will be based in the Industrial Relations and Workplace Developments Unit which looks at drivers of change — globalisation, technological change and demographic ageing — and examines the impact of those drivers on the world of work. The unit intends to strengthen its capacity to look at the associated issues of work organisation, work-life balance, productivity, innovation capacity, motivation and development of human capital from a company perspective.

The successful candidate will have expertise and a record of achievement in international human resource management and could apply her/his practical experience to the design and implementation of research projects in the areas described above. Reporting to the Head of the Industrial Relations and Workplace Developments Unit, he/she will play a key role in the development of this new orientation, focusing on the company level.

The competition is open to candidates who:

- are citizens of one of the Member States of the European Union,
- are entitled to full rights as a citizen,
- have fulfilled any obligations imposed by the laws concerning military service,
- are able to produce character references as to suitability for performance of the duties specified,
- have a thorough knowledge of one official language of the European Union and a satisfactory knowledge of another language of the Union, including an excellent knowledge of English which is the principal language of the Foundation,
- have a university education of at least 4 years leading to the award of a degree in the areas of Human Resources Management or Business Administration,
- have at least six years' relevant professional experience following the award of a university degree.

The successful candidate will be recruited to Function Group AD, Grade 7, as Temporary Agent with a contract of indefinite duration.

Full details of the post as well as the application and selection procedures can be downloaded from the Eurofound website vacancies page: www.eurofound.europa.eu/about/vacancies/. Candidates should read the vacancy notice carefully as incomplete applications will not be admitted to the competition.

All applications must be submitted on the official application form which can also be downloaded from the website.

Deadline for applications: 7 June 2009.
