

CALL FOR EXPRESSION OF INTEREST IN THE APPOINTMENT AS MEMBER OF THE BOARD OF APPEAL OF THE EUROPEAN AVIATION SAFETY AGENCY

(2004/C 249 A/02)

Description of the Agency and its Board of Appeal

The European Aviation Safety Agency was established by Regulation (EC) No 1592/2002 of the European Parliament and of the Council of 15 July 2002 on common rules in the field of civil aviation and establishing a European Aviation Safety Agency ⁽¹⁾. The Agency will have its headquarters in Cologne, Germany.

The main task of the European Aviation Safety Agency is to ensure a high level of safety and environmental protection in the field of civil aviation.

To this end, the Agency will assist the Commission in the latter's legislative and regulatory tasks in accordance with relevant Community law.

It will also be responsible for issuing certificates of conformity with essential requirements and their implementation rules, to types of products and to design and other organisations involved in their production, maintenance and various training tasks, in particular where they are situated in third countries. In areas in which certificates are issued by the Member States' administrations, the Agency will assist the Commission in the monitoring of the application of Community law by setting up inspection arrangements.

The Agency will also assist the Commission in the latter's tasks in relations with third countries and international organisations.

Lastly, it will establish a market monitoring system to assess the effects of Community legislation and its implementation, in particular with regard to the resulting levels of safety and environmental protection.

The abovementioned Regulation (EC) No 1592/2002 provides for the establishment of Boards of Appeal within the Agency. A Board of Appeal was established by Commission Regulation (EC) No 104/2004. The Board of Appeal is responsible for deciding on appeals against individual decisions of the Agency in the fields of airworthiness and environmental certification ⁽²⁾, investigation of undertakings and payment of applicable fees and charges.

The Board of Appeal consists of a Chairperson and two other members, but may call up to two further members.

Description of the functions

The member of the Board of Appeal shall exercise the powers vested in the member by Regulation (EC) No 1592/2002 and by Regulation (EC) No 104/2004, in particular those of the rapporteur if he/she has been designated as such for a given appeal by the Chairperson.

The members of the Board of Appeal shall be independent. In making their decisions, they shall not be bound by any instructions.

(1) OJ L 240, 7.9.2002, p. 1. Regulation as last amended by Commission Regulation (EC) No 1701/2003 (OJ L 243, 27.9.2003, p. 5).

(2) Individual Agency decisions in the field of airworthiness and environmental certification cover in particular issuance, revocation, limitation or suspension decisions related to:

- certification and continuing airworthiness of products, parts and appliances,
- environmental approval of products,
- organisations approval.

Requirements

- The candidate must be a national of one of the EU Member States.
- The candidate shall not perform any other duties in the Agency.
- The candidate must have a thorough knowledge of one of the official languages of the European Union and a satisfactory knowledge of another of these languages.
- The candidate must also have:
 - a university degree in a scientific field relevant to certification giving entitlement to undertake postgraduate studies, or a professional training of an equivalent level,
 - substantial professional experience in the field of certification, in one or more of the disciplines set out in the Annex to this call; 10 years of graduate-level work experience in the field of certification, or more, would be an advantage.

Applications are welcome both:

- from candidates that have sufficiently extensive work experience enabling them to cover all or a high number of the disciplines set out in the Annex, and
- from candidates that are specialists in one of these disciplines. To be considered a specialist in one discipline a candidate must have at least five years of professional experience in this discipline.

Preference will be given to those candidates that are recognised as an authority:

- in the field of certification in general, or
- in the discipline for which they apply as specialists.

A good knowledge of national/international organisations operating within the scope of EASA's activities would be an asset, as would a good knowledge of the institutional framework and functioning of the European Union.

Appointment and conditions of employment

Under the terms of Regulation (EC) No 1592/2002, the Management Board will decide on the appointment of the members and their alternates on the basis of a list of qualified candidates adopted by the Commission. The purpose of this call for expression of interest is to allow the Commission to select the persons it will propose to the Management Board.

The Commission intends to establish a list composed of two parts: the first part will contain those qualified candidates that can cover all or a high number of the disciplines set out in the Annex; the second part will contain those qualified candidates that are specialists in a particular discipline.

The members and their alternates are not required to suspend their current professional activities, but any such activities must be compatible with the requirements that members of the Boards of Appeal be independent. The members will be required to declare any interests which may conflict with their duty to the Board of Appeal.

The appointment will be for a fixed term of five years, which is renewable in accordance with Regulation (EC) No 1592/2002. The members will be expected to be available on a part time basis, and will be called by the Agency to deal with cases as they arise. Members should be available for these duties at least 10 days per calendar year. Remuneration will depend on the experience and qualification of the person concerned ⁽³⁾.

Specialists are likely to participate in the Board only for complex cases related to their discipline.

Equal opportunities

The European Union takes great care to avoid any form of discrimination in its recruitment procedures and actively encourages applications from women.

Application procedure

For applications to be valid, candidates must submit a duly completed application form, a letter of motivation and a free-format curriculum vitae of a maximum of three pages. An application form is attached but can also be obtained in electronic format by e-mail from the following website:

<http://europa.eu.int/comm/transport/air/safety/indexen.htm>

Candidates are invited to identify clearly the disciplines as well as, if applicable, the products listed in the Annex covered by their professional experience. Candidates that wish to be considered as specialists in a given discipline are invited to identify the discipline in question (up to a maximum of three disciplines mentioned by order of preference).

Supporting documents must be submitted at a later stage in the procedure if requested.

Applications should be sent by e-mail.

The e-mail address for applications is:

TREN-BOARD-OF-APPEAL-EASA@cec.eu.int.

Applicants should clearly mention 'MEMBER OF THE BOARD OF APPEAL OF EASA' in the subject field of their email.

Applicants who are not able to send their application by e-mail may send it:

(a) either by registered post to:

European Commission
Directorate-General for Energy and Transport
Unit TREN/F3
EASA Board of Appeal
Office DM 24 6/29
B-1049 Brussels

⁽³⁾ At present up to EUR 500 for each actual day of work for the rapporteur, with a maximum amount of EUR 5 000 per case, or up to EUR 400 for other members, with a maximum amount of EUR 4 000 per case, plus a daily allowance to cover accommodation expenses and reimbursement of travel costs (decision of the EASA Management Board taken in its meeting of 8 October 2003).

(b) or by express courier service to:

European Commission
Central Mail
Rue de Genève 1
B-1140 Brussels.

The application will be rejected if the dossier is incomplete.

Closing date

Applications must be sent on or before **8 November 2004** (date of e-mail or date as postmark for registered mail).

Applications sent by express courier service must be delivered to the Central Mail of the European Commission (address under point b above) before **17.00** on **8 November 2004**. A dated and signed receipt issued by an official of the above mentioned department will be given as a proof of submission of the application to attest the delivery of the application.

ANNEX

List of disciplines

1. The following technical disciplines:
 - i. Flight/Performance
 - ii. Structure
 - iii. Hydromechanical systems
 - iv. Rotor/Transmission systems
 - v. Electrical/HIRF/Lightning
 - vi. Avionics/Software
 - vii. Powerplant installation/Fuel systems
 - viii. Cabin safety/Environmental systems
 - ix. Noise/Emissions
 - x. Continued airworthiness/airworthiness directivesas applied to the following products, their parts and appliances:
 - (a) large aeroplanes
 - (b) rotorcraft
 - (c) small aeroplanes
 - (d) balloons/airships/gliders/UAV's
 - (e) engines/APUs/propellers
 2. Approvals of and quality systems associated with:
 - i. design organisations
 - ii. production organisations
 - iii. maintenance organisations
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APPLICATION FOR THE FUNCTION OF CHAIRPERSON OF THE BOARD OF APPEAL OF THE EUROPEAN AVIATION SAFETY AGENCY

Candidates should complete all sections of the form (for paper-based expression of interests: in capital letters using black ink, even when additional documents are attached. Sign and date the completed form).

1. Surname ⁽¹⁾: Forenames:
Title:

2. Address for correspondence ⁽²⁾:
..... No:
Postal Code: Town: Country:
Telephone: E-mail:
Fax:
Daytime telephone:

3. Date of birth: Day: Month: Year:

4. Gender: ☐ Male ☐ Female

5. Nationality:

BEL	DNK	DEU	GRC	ESP	FRA	IRL	ITA	LUX	NLD	AUT	PRT	FIN	SWE	GBR
CY	CZ	EE	HU	LT	LV	MT	PL	SI	SK					

6. Knowledge of languages:

Place the following numbers (1 or 2) in the appropriate box or boxes:

1 for thorough knowledge

2 for satisfactory knowledge

DA	DE	EL	EN	ES	FR	IT	NL	PT	FI	SV
CZ	EE	HU	LT	LV	MT	PL	SI	SK		

7. University degree(s) giving entitlement to undertake postgraduate studies

⁽¹⁾ IMPORTANT: Your application will be registered under this name. Please use it in all correspondence. Any other name (e.g. maiden name) appearing on diplomas or certificates accompanying this application should be indicated below:

.....

⁽²⁾ The Commission's services should be informed of any change of address.

8. The organisation that is currently employing you is: (Indicate if you are self-employed or unemployed)

Name:	
Address:	

9. Professional experience which you consider relevant to the function

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10. Indicate if you have any judicial or similar experience in Community and/or international law

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11. Declaration:

1. I declare on my word of honour that the information provided above is true and complete.
2. I further declare on my word of honour that:
 - (i) I am a national of one of the Member States of the European Union and enjoy my full rights as a citizen;
 - (ii) I have fulfilled any obligations imposed on me by laws concerning military service.
3. I undertake to produce on request documents to support my expression of interest and accept that failure to do so may invalidate my expression of interest.
4. I confirm that I am willing to make a commitment to act independently in the public interest and to make complete declarations of any direct or indirect interests that might be considered prejudicial to my independence.

Date and signature:

Candidates shall also submit:

- a letter of motivation
- a free-format CV of a maximum of three pages.

APPLICATION FOR THE FUNCTION OF MEMBER OF THE BOARD OF APPEAL OF THE EUROPEAN AVIATION SAFETY AGENCY

Candidates should complete all sections of the form (for paper-based expression of interests: in capital letters using black ink, even when additional documents are attached. Sign and date the completed form).

1. Surname ⁽¹⁾: Forenames:
Title:

2. Address for correspondence ⁽²⁾:
..... No:
Postal Code: Town: Country:
Telephone: E-mail:
Fax:
Daytime telephone:

3. Date of birth: Day: Month: Year:

4. Gender: ☐ Male ☐ Female

5. Nationality:

BEL	DNK	DEU	GRC	ESP	FRA	IRL	ITA	LUX	NLD	AUT	PRT	FIN	SWE	GBR
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6. Knowledge of languages:

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1 for thorough knowledge

2 for satisfactory knowledge

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CZ	EE	HU	LT	LV	MT	PL	SI	SK		

7. University degree(s) giving entitlement to undertake postgraduate studies, or professional training of an equivalent level

⁽¹⁾ IMPORTANT: Your application will be registered under this name. Please use it in all correspondence. Any other name (e.g. maiden name) appearing on diplomas or certificates accompanying this application should be indicated below:

⁽²⁾ The Commission's services should be informed of any change of address.

8. The organisation that is currently employing you is: (Indicate if you are self-employed or unemployed)

Name:	
Address:	

9. Professional experience which you consider relevant to the function. Please identify clearly the disciplines, as well as the products listed in the Annex of the call for expression of interest, covered by your professional experience.

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10. Please indicate here if you wish to be considered as a generalist or a specialist in a given discipline.
In case you wish to be considered as a generalist, please explain why your professional experience enables you to deal with all or a high number of disciplines set out in the Annex to the call.
In case you wish to be considered as a specialist in a given discipline please identify the discipline in question here (up to a maximum of three disciplines out of those listed in the Annex to the call, mentioned by order of preference).

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11. Declaration:

1. I declare on my word of honour that the information provided above is true and complete.
2. I further declare on my word of honour that:
 - (i) I am a national of one of the Member States of the European Union and enjoy my full rights as a citizen;
 - (ii) I have fulfilled any obligations imposed on me by laws concerning military service.
3. I undertake to produce on request documents to support my expression of interest and accept that failure to do so may invalidate my expression of interest.
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