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(Announcements)

ADMINISTRATIVE PROCEDURES

EUROPEAN COMMISSION

Vacancy for a Director (Grade AD 14) of the Galileo Supervisory Authority**COM/2010/10209**

(2010/C 95 A/01)

We are

The Galileo Supervisory Authority (GSA) operates since 2005 and is a regulatory Agency of the European Union. Following the entry into force of Regulation (EC) No 683/2008 of the European Parliament and of the Council ⁽¹⁾, its current mission is to assist in the further implementation of the European GNSS Programmes, composed of Galileo and the European Geo-stationary Navigation Overlay System (EGNOS).

More precisely, the Agency, under the guidance of the European Commission, has the following missions:

- Ensure the security accreditation of the systems and the operation of the Galileo security centre. To that effect it initiates and monitors the implementation of security procedures and performs system security audits;
- Contribute to the preparation of the commercialisation of the systems, including the necessary market analysis, laying the foundations for the respective economic sustainability and aiming at maximising the economic, social and public benefits;
- Accomplish other tasks entrusted to it by the Commission, such as promoting applications and services, ensuring that the components of the system are certified by the duly authorised certification bodies and managing the R&D programmes on satellite navigation.

The missions of the Agency could be subject to a further evolution, depending on future European Union decisions on the Galileo and EGNOS exploitation phase. The Agency, provisionally situated in Brussels, might be located in another Member State of the European Union in the future. It currently employs a staff of about 35 people, subject to the rules applicable to officials and other servants of the Communities. The 2010 budget of the Agency amounts to around EUR 10 million per year and its operational budget is around EUR 40 million.

⁽¹⁾ Regulation (EC) No 683/2008 of the European Parliament and of the Council of 9 July 2008 on the further implementation of the European satellite navigation programmes (EGNOS and Galileo) (OJ L 196, 24.7.2008, p. 1).

We propose

The Agency's Executive Director will be the Agency's legal representative and will be in charge of its day-to-day management, in accordance with the Commission guidelines. He/she will be responsible for directing and managing the Agency's staff.

The Director's responsibilities will include:

- Facilitating cooperation and establishing close working relationships between the Agency and the Commission, as well as with the Member States, third countries and stakeholders, as required.
- Developing and implementing the Agency's strategic activities in accordance with its mission.
- Recruiting and evaluating Agency's staff, while fostering a good team spirit and working environment.
- Define the organisational structure of the Agency and submit it for approval to the board. This includes a suitable permanent structure for the implementation of security-related decisions and the necessary security-related operational contacts.
- Organising and taking part, without the right to vote, in meetings of the Administrative Board and providing its secretariat.
- Preparing and executing the Agency's budget, in full compliance with the Communities' budget cycle and the Financial Regulation's rules and principles.
- Proposing and implementing the annual work programme.
- Ensuring the most effective use of the financial and human resources of the Agency.
- Preparing the annual report of the Agency's activities and presenting it to the European Parliament.

We look for

Applicants should have the following:

a) Technical knowledge:

- Experience in satellite programmes and knowledge of the European space policy. Knowledge of and experience in the EU satellite navigation programmes would be an asset, and
- An excellent understanding of the EU institutional system.

b) Management Competences:

- Capacity and ability to manage an entity within an international context of closely cooperating organisations, both at a strategic and at an operational level,
- Capacity to lead and motivate a team with technical competences in a multicultural and multilingual environment,
- Capacity and ability to manage a wide range of different stakeholders in the public and private sectors, and
- Knowledge of the budgetary and financial management in a national, European and/or international context.

c) Communication skills:

- Excellent written and oral communication and excellent negotiation skills, and
- Ability to communicate to the public and cooperate with stakeholders, and
- A thorough knowledge of written and oral English is required.

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:

- Nationality: Be a national of a Member State of the European Union.
- University Degree or Diploma: 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 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).
- Professional Experience: Have at least 15 years' post-graduate experience acquired after the required qualifications referred to above was obtained.
- Relevant Professional Experience: Have at least 5 years of professional experience acquired in the field of space programmes.
- Management Experience: Have at least 5 years of professional experience gained in a high-level management function.
- Languages: Have a thorough knowledge of one of the official Community languages and a satisfactory knowledge of a second one.
- 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.

Independence and declaration of interests

The Director 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

A pre-selection panel will be set up 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. Candidates shortlisted by the pre-selection panel will then be called for an interview with the Commission's Consultative Committee on Appointments (CCA) and will have to undergo testing by an assessment centre run by external recruitment consultants. Candidates who are shortlisted by the CCA will then be interviewed by the relevant Commissioner.

Following these interviews, the Commission will adopt a shortlist of at least 3 candidates, which will be communicated to the Administrative Board of the Agency. The latter will interview the shortlisted candidates and appoint the Director from among them. Inclusion on the shortlist does not guarantee appointment. Candidates may be required to undergo further interviews and/or tests in addition to those indicated above.

Equal opportunities

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

Conditions of employment

The Director will be appointed 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 might be renewed once ⁽⁴⁾, as stated in Article 7 of the current basic Act ⁽⁵⁾.

The place of employment is Brussels, where the Agency is temporarily based.

Application procedure

For applications to be valid, candidates must submit:

1. a motivation letter of no more than one page, preferably typed, explaining why the candidate is interested in the post and what her/his added value would be if selected;
2. and a free-format Curriculum Vitae (CV). ***The CV must imperatively refer to the job requirements as listed in the present vacancy notice and explain how, in the candidate's view, she/he meets at least each of the skills and competences mentioned therein.*** 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 communication with applicants concerning this vacancy will be in English.

Applications, preferably in English, should be sent *by e-mail* to:

ENTR-VACANCY-GSA@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:

European Commission
Directorate-General for Enterprise and Industry
COM/2010/10209 — Post of Executive Director GSA
Unit ENTR.R.2 'Human Resources'
Avenue du Bourget, 1
1140 Evere
BELGIUM

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

⁽³⁾ OJL 124, 27.4.2004, p. 1; <http://eur-lex.europa.eu/en/index.htm>

⁽⁴⁾ The duration of the term of office may be modified subject to the adoption by the legislator of the Commission Proposal for a Regulation of the European Parliament and of the Council amending Council Regulation (EC) No 1321/2004, currently under discussion (COM (2009) 139 final, adopted on 24.3.2009).

⁽⁵⁾ OJL 246, 20.7.2004, p. 1.

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

Contact person for additional information:

Mr P. Verhoef, Programme Manager, EU Satellite Navigation Programmes
European Commission,
Tel: +32 22951067 or E-mail: Paul.Verhoef@ec.europa.eu.

Closing date

Applications must be sent either by e-mail or by registered mail no later than 21.5.2010 (date of e-mail or date as postmark for registered mail).

Applications sent by express courier service must be delivered by 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.

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⁾. The privacy statement can be consulted under the link:

http://ec.europa.eu/dgs/human-resources/privacystatement_agencies_en.htm

⁽⁶⁾ Regulation (EC) No 45/2001 of the European Parliament and of the Council (OJ L 8, 12.1.2001, p. 1).