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*(Announcements)*

## ADMINISTRATIVE PROCEDURES

## EUROPEAN DATA PROTECTION SUPERVISOR

**Vacancy of the European Data Protection Supervisor****COM/2019/20036**

(2019/C 135 A/01)

**We are (background)**

The position of the European Data Protection Supervisor is provided for by Article 52 of Regulation (EU) 2018/1725 of the European Parliament and of the Council<sup>(1)</sup>. This Regulation establishes the principles, rights and obligations under which European Union institutions, bodies, agencies and offices process personal data to ensure that they comply with the fundamental rights and freedoms of individuals, and in particular their rights to personal data protection and privacy. The European Data Protection Supervisor (Supervisor) heads the independent supervisory authority which shall ensure that the provisions of this Regulation are correctly applied. He or she acts in complete independence in the performance of his or her duties.

The general budget of the European Union for 2019 has made a provision for a total budget of around EUR 16,6 million and for a total of approximately 100 staff for the supervisory authority.

The Supervisor will be appointed for a mandate of five years; the term of office shall be renewable once.

The rules and general conditions governing the performance of the duties of the Supervisor, including the salaries, allowances and any other benefit in lieu of remuneration are laid down in Article 54 of Regulation (EU) 2018/1725. In this respect, the Supervisor shall be considered equivalent to a judge of the Court of Justice of the European Union<sup>(2)</sup>.

The seat of the Supervisor is in Brussels.

**We propose (Job description)**

The Supervisor monitors and enforces the application of Regulation (EU) 2018/1725; to this end, s/he shall fulfil the duties provided for and exercise the powers granted by this Regulation. Additionally s/he will provide advice to European Union institutions and bodies and data subjects on matters concerning the processing of personal data.

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<sup>(1)</sup> Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) 45/2001 and Decision 1247/2002/EC (OJ L 295, 21.11.2018, p. 39).

<sup>(2)</sup> The basic monthly salary shall be equal to the amount resulting from the application of the following percentage to the basic salary of an AD official of the European Union on the third step of grade 16: Judge: 112,5 %.

In general terms, the Supervisor is responsible to ensure that the fundamental rights and freedoms of natural persons, and in particular their rights to personal data protection and privacy, are respected by European Union institutions, bodies, agencies and offices with respect to the processing of personal data. S/he monitors and ensures the application of the provisions of the Regulation and any other European Union act relating to the protection of the fundamental rights and freedoms of natural persons with regard to the processing of personal data by a European Union institution, body, agency or office.

**The tasks of the Supervisor can be described as follows:**

- monitor and enforce the application of Regulation (EU) 2018/1725 by Union institutions and bodies, with the exception of the processing of personal data by the Court of Justice acting in its judicial capacity;
- promote public awareness and understanding of the risks, rules, safeguards and rights in relation to processing (activities addressed specifically to children are to receive specific attention);
- promote the awareness of controllers and processors of their obligations under Regulation (EU) 2018/1725;
- upon request, provide information to any data subject concerning the exercise of their rights under Regulation (EU) 2018/1725 and, if appropriate, cooperate with the national supervisory authorities to that end;
- handle complaints lodged by a data subject, or by a body, organisation or association in accordance with Regulation (EU) 2018/1725 and investigate, to the extent appropriate, the subject matter of the complaint and inform the complainant of the progress and the outcome of the investigation within a reasonable period, in particular if further investigation or coordination with another supervisory authority is necessary;
- conduct investigations on the application of Regulation (EU) 2018/1725, including on the basis of information received from another supervisory authority or other public authority;
- advise, on his or her own initiative or on request, all Union institutions and bodies on legislative and administrative measures relating to the protection of natural persons' rights and freedoms with regard to the processing of personal data;
- monitor relevant developments, insofar as they have an impact on the protection of personal data, in particular the development of information and communication technologies;
- adopt standard contractual clauses referred to in Regulation (EU) 2018/1725;
- establish and maintain a list in relation to the requirement for data protection impact assessment pursuant to Regulation (EU) 2018/1725;
- participate in the activities of the European Data Protection Board;
- provide the secretariat for the European Data Protection Board, in accordance with Article 75 of Regulation (EU) 2016/679;
- give advice on the processing referred to in Article 40(2) of Regulation (EU) 2018/1725;
- authorise contractual clauses and provisions referred to in Regulation (EU) 2018/1725;

- keep internal records of infringements of Regulation (EU) 2018/1725 and of measures taken;
- fulfil any other tasks related to the protection of personal data;
- establish his or her Rules of Procedure.

#### **We look for (selection criteria)**

Candidates **should** have:

- proven experience in data protection issues, either as a member of a data protection supervisory authority or in a large private or public organisation;
- a good knowledge of and experience in European Union data protection policies;
- practical experience with regard to implementation of and ensuring compliance with data protection rules, preferably acquired in large scale private or public sector organisations;
- experience in the assessment of the impact of European Union policies in the area of data protection on European citizens, enterprises and public administrations,
- ability to develop and communicate a vision, to think in global terms of systems and processes, and to propose concrete recommendations and practicable solutions;
- high level management experience and necessary leadership skills to manage a highly specialised team of data protection experts and its budget, as well as a diverse community of stakeholders;
- ability to act with the required independence;
- experience in communication and networking, in order to represent the European Data Protection Supervisor at the highest levels and to develop and maintain effective relationships with stakeholders in other European Union institutions, Member States, third countries and other international organisations.

#### **Candidates must (eligibility requirements)**

Candidates will only be considered for the selection phase on the basis of the following formal requirements to be fulfilled **by the deadline for applications**:

- Nationality: candidates must be a citizen of one of the Member States of the European Union.
- University degree or diploma: candidates must have:
  - either a level of education which corresponds to completed university studies attested by a diploma when the normal period of university education is 4 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 1 year when the normal period of university education is at least 3 years (this one year's professional experience cannot be included in the postgraduate professional experience required below).
- Professional experience: candidates must have at least 15 years postgraduate professional experience at a level to which the qualifications referred to above give admission. At least 5 years of that professional experience must be in the area relevant for the activities of the Supervisor.
- Management experience: at least 5 years of the post-graduate professional experience must have been gained in a high-level management function <sup>(3)</sup> in a field relevant for this position.
- Languages: candidates must have a thorough knowledge of one of the official languages of the European Union <sup>(4)</sup> and a satisfactory knowledge of another of these official languages.

### **Recruitment policy**

The European Union applies a policy of equal opportunities and non-discrimination.

### **Selection and appointment procedure**

The European Parliament and the Council appoint by common accord the European Data Protection Supervisor for a term of five years on the basis of a list drawn up by the European Commission following a public call for candidates.

The European Commission will draw up this list in accordance with its selection and recruitment procedures (see also: Compilation Document on Senior Officials Policy <sup>(5)</sup>). To this end, it establishes a pre-selection panel which assesses all applications against above mentioned eligibility criteria and identifies candidates whose profile best match the selection criteria for the function of Supervisor. These candidates may be invited for an interview with the pre-selection panel.

Following these interviews, the pre-selection panel draws up its conclusions and proposes a list of candidates for further interviews with the European Commission's Consultative Committee on Appointments (CCA). The CCA, taking into consideration the conclusions of the pre-selection panel, will decide on the candidates to be invited for an interview.

Candidates who are called for an interview with the CCA participate in a full-day management assessment centre run by external recruitment consultants

Taking into consideration the results of the pre-selection panel as well as the outcome of the interviews with the Consultative Committee on Appointments, the European Commission will draw up a list which shall consist of at least three candidates. The list of candidates shall be public and will be transmitted to the European Parliament and the Council. These institutions can decide to hold further interviews with the candidates whose name are mentioned on the list. Inclusion on this list does not guarantee appointment.

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<sup>(3)</sup> In their curriculum vitae, candidates should clearly indicate for all years during which 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; (4) numbers of hierarchical layers above and below; and (5) number of peers.

<sup>(4)</sup> <http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:01958R0001-20130701&qid=1408533709461&from=EN>

<sup>(5)</sup> [https://ec.europa.eu/info/sites/info/files/compilation-of-the-senior-official-policy-at-the-european-commission\\_en.pdf](https://ec.europa.eu/info/sites/info/files/compilation-of-the-senior-official-policy-at-the-european-commission_en.pdf)

Please note that for functional reasons and in order to complete the selection procedure as quickly as possible in the interest of the candidates as well as that of the institutions, the selection procedure will be carried out in English and/or French only <sup>(6)</sup>.

### Application procedure

Before submitting your application, you should carefully check whether you meet all eligibility requirements ('Candidates must'), particularly concerning the types of diploma, high-level professional experience as well as linguistic capacity required. Failure to meet any of the eligibility requirements means an automatic exclusion from the selection procedure.

If you want to apply, you must register via the internet on the following website and follow the instructions concerning the various stages of the procedure:

<https://ec.europa.eu/dgs/human-resources/seniormanagementvacancies/>

You must have a valid email address. This will be used to confirm your registration as well as to remain in contact with you during the different stages of the procedure. Therefore, please keep the European Commission informed about any change in your email address.

To complete your application, you need to upload a CV in PDF format and to fill out, online, a letter of motivation (maximum 8 000 characters). Your CV and your letter of motivation may be submitted in any of the official languages of the European Union.

Once you have finished your online registration, you will receive an electronic mail confirming that your application has been registered. **If you do not receive a confirmation mail, your application has not been registered!**

Please note that it is not possible to monitor the progress of your application online. You will be contacted directly by the European Commission regarding the status of your application.

If you require more information and/or encounter technical problems, please send an email to: HR-MANAGEMENT-ONLINE@ec.europa.eu

### Closing date

The closing date for registration is **16 May 2019, 12.00 noon Brussels time**, following which registration is no longer possible.

It is your responsibility to complete your online registration in time. We strongly advise you not to wait until the last few days before applying, since heavy internet traffic or a fault with your internet connection could lead to the online registration being terminated before you complete it, thereby obliging you to repeat the whole process. Once the deadline for the submission of registrations has passed, you will no longer be able to introduce any data. Late registrations are not accepted.

### Important information for candidates

Candidates are reminded that the work of the different selection panels is confidential. It is forbidden for candidates to make direct or indirect contact with their individual members or for anybody to do so on their behalf. All queries must be addressed to the secretariat of the relevant panel.

### Protection of personal data

The Commission will ensure that candidates' personal data are processed as required by Regulation (EU) 2018/1725. This applies in particular to the confidentiality and security of such data.

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<sup>(6)</sup> The selection panel will ensure that no undue advantage is given to native speakers of these languages.