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Information and Notices

<u>Notice No</u>	Contents	Page
	<i>I Information</i>	
	
	<hr/>	
	<i>II Preparatory Acts</i>	
	
	<hr/>	
	<i>III Notices</i>	
	European Parliament	
95/C 62 A/01	Notice of recruitment No PE/53/S.....	1
95/C 62 A/02	Notice of recruitment No PE/54/S.....	2
95/C 62 A/03	Notice of recruitment No PE/55/S.....	3

III

(Notices)

EUROPEAN PARLIAMENT

NOTICE OF RECRUITMENT No PE/53/S

(95/C 62 A/01)

In application of Article 29 (2) of the Staff Regulations of officials of the European Communities, the Secretariat of the European Parliament in Luxembourg is planning to recruit a

DIRECTOR-GENERAL (M/F)

to the Directorate-General for Translation and General Services.

The post of Director-General is in grade 1 of Category A.

The European Parliament's policy is designed to ensure equality of opportunity for men and women in all posts. It actively encourages applications from women.

JOB DESCRIPTION

Very senior official responsible for the Directorate-General for Translation and General Services.

His/her duties include responsibility for the smooth operation of the translation, publishing and distribution services.

He/she will be required to supervise services with large numbers of staff.

QUALIFICATIONS AND EXPERIENCE REQUIRED

Candidates must fulfil the following conditions by the closing date for applications:

- university degree or equivalent professional experience,
- appropriate professional experience at the level required for this post,
- proven professional experience of managing a department and its budget; experience within an international administration or undertaking is desirable,

— perfect command of one official language of the European Union and very good knowledge of a second (Danish, Dutch, English, Finnish, French, German, Greek, Italian, Portuguese, Spanish and Swedish).

Knowledge of other official languages will be taken into consideration.

OTHER CONDITIONS FOR ADMISSION

Candidates must also fulfil the following conditions by the closing date for applications:

- they must be nationals of one of the Member States of the European Union and enjoy full rights as a citizen,
- they must be at least 40 years of age (born before 13 April 1955).

Place of employment: Luxembourg.

The post will involve some travel, mainly to Strasbourg and Brussels.

Remuneration at grade A 1 as laid down in the Staff Regulations of officials of the European Communities.

APPLICATIONS

Candidates are asked to send their letter of application (stating the reference 'Notice No PE/53/S'), accompanied by a detailed curriculum vitae and supporting documents relating to their qualifications and professional experience, to:

**The Secretary-General,
European Parliament,
Notice No PE/53/S,
L-2929 Luxembourg.**

Applications must be sent, preferably by registered post, not later than midnight on 12 April 1995, as attested by the postmark.

NOTICE OF RECRUITMENT No PE/54/S

(95/C 62 A/02)

In application of Article 29 (2) of the Staff Regulations of officials of the European Communities, the Secretariat of the European Parliament in Luxembourg is planning to recruit a

DIRECTOR (M/F)

to the Directorate-General for Information and Public Relations — Press and Audiovisual Directorate.

The post of Director is in grade 2 of Category A.

The European Parliament's policy is designed to ensure equality of opportunity for men and women in all posts. It actively encourages applications from women.

JOB DESCRIPTION

Senior official to be responsible, under the authority of the Director-General, for the operation and administrative management of a group of departments within the Directorate-General.

QUALIFICATIONS AND EXPERIENCE REQUIRED

Candidates must fulfil the following conditions by the closing date for applications:

- university degree or equivalent professional experience,
- appropriate professional experience at the level required for this post,
- perfect command of one official language of the European Union and very good knowledge of a second (Danish, Dutch, English, Finnish, French, German, Greek, Italian, Portuguese, Spanish and Swedish).

Knowledge of other official languages will be taken into consideration.

OTHER CONDITIONS FOR ADMISSION

Candidates must also fulfil the following conditions by the closing date for applications:

- they must be nationals of one of the Member States of the European Union and enjoy full rights as a citizen,
- they must be at least 40 years of age (born before 13 April 1955).

Place of employment: Brussels.

This post will involve some travel, mainly to Strasbourg and Luxembourg.

Remuneration at grade A 2 as laid down in the Staff Regulations of officials of the European Communities.

APPLICATIONS

Candidates are requested to send their letter of application (stating the reference 'Notice No PE/54/S'), accompanied by a detailed curriculum vitae and supporting documents relating to their qualifications and professional experience to:

**The Secretary-General,
European Parliament,
Notice No PE/54/S,
L-2929 Luxembourg.**

This application must be sent, preferably by registered post, not later than midnight on 12 April 1995, as attested by the postmark.

NOTICE OF RECRUITMENT No PE/55/S

(95/C 62 A/03)

In application of Article 29 (2) of the Staff Regulations of officials of the European Communities, the Secretariat of the European Parliament in Luxembourg is planning to recruit a

DIRECTOR (M/F)

to the Directorate-General for Administration — Directorate for Infrastructure and In-House Services.

The post of Director is in grade 2 of Category A.

The European Parliament's policy is designed to ensure equality of opportunity for men and women in all posts. It actively encourages applications from women.

JOB DESCRIPTION

High-level official to be responsible, under the authority of the Director-General, for the operational and administrative management of a group of departments within the Directorate-General, in particular:

- the logistics and staff of the Conference, Equipment and Catering services, and management of the buildings,
- the General Administration services in Brussels.

He/she will be required to supervise services with large numbers of staff.

QUALIFICATIONS AND EXPERIENCE REQUIRED

Candidates must fulfil the following conditions by the closing date for applications:

- university degree or equivalent professional experience,
- appropriate professional experience at the level required for this post,
- proven professional experience of managing a large department and its budget; experience within an international administration or undertaking is desirable,

- perfect command of one official language of the European Union and very good knowledge of a second (Danish, Dutch, English, Finnish, French, German, Greek, Italian, Portuguese, Spanish and Swedish).

Knowledge of other official languages will be taken into consideration.

OTHER CONDITIONS

Candidates must also fulfil the following conditions by the closing date for applications:

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- they must be at least 40 years of age (born before 13 April 1955).

Place of employment: Luxembourg.

This post will involve some travel, mainly to Strasbourg and Brussels.

Remuneration at grade A 2 as laid down in the Staff Regulations of officials of the European Communities.

APPLICATIONS

Candidates are asked to send their letter of application (stating the reference 'Notice No PE/55/S'), accompanied by a detailed curriculum vitae and supporting documents relating to their qualifications and professional experience to:

**The Secretary-General,
European Parliament,
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