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(Announcements)

ADMINISTRATIVE PROCEDURES

EUROPEAN COMMISSION

**Publication of a vacancy for the Executive Director of the European Maritime Safety Agency
(EMSA) — Lisbon****(Temporary Agent — Grade AD 14)****COM/2017/20025**

(2017/C 431 A/01)

We are

The European Maritime Safety Agency (EMSA) was established in 2002 in the aftermath of the 'Erika' tanker accident and the resulting oil spill. Its mandate (Regulation (EC) No 1406/2002 of the European Parliament and of the Council ⁽¹⁾) was extended over the years, with a significant broadening of the scope in 2013 (Regulation (EU) No 100/2013 ⁽²⁾). EMSA today provides technical, operational and scientific assistance to the European Commission and the Member States in the fields of maritime safety, maritime security, prevention of, and response to, pollution caused by ships as well as response to pollution caused by oil and gas installations.

Its assistance is particularly relevant in the continuous process of updating and developing new legislation, monitoring its implementation and evaluating the effectiveness of the measures in place. EMSA carries out regular visits to maritime administrations and inspects classification societies as well as third countries' systems for training and certification of seafarers. The Agency also assists EU neighbouring countries to extend know-how and capabilities. Furthermore EMSA assists Member States affected by pollution caused by ships and oil and gas installations with specialised ships and equipment and satellite images to detect pollution, with a specific multiannual dedicated budget (Regulation (EU) No 911/2014 ⁽³⁾).

A key area under constant development and of increasing added value is EMSA maritime monitoring and information activities. The European Commission is promoting a greater use of EMSA assistance for developing technical solutions for simplified reporting formalities for shipping and interoperable IT solutions like the Single Window and the e-Manifest. The Integrated Maritime Services, building on ship reporting systems and other surveillance tools, are extending digital solutions to all end-users with a legitimate interest and EU bodies, serving priority political areas such as security and the migration situation. A challenge for the future is to assist more national authorities involved in Coast Guard functions for enhanced cross-sector and cross-border concerted action in cooperation with other competent agencies. This was reflected in the latest revision of the mandate in 2016 (Regulation (EU) 2016/1625 ⁽⁴⁾).

EMSA is based in Lisbon, Portugal. In 2017, the Agency had a total budget of approx. €75 million and about 250 staff. The budget of the Agency is due to increase until 2020 in relation to the Coast Guard package and the growth of project-financed actions (such as implementing the Copernicus programme security component).

For further information please consult the following website: <http://www.emsa.europa.eu>

⁽¹⁾ OJ L 208, 5.8.2002, p. 1.

⁽²⁾ OJ L 39, 9.2.2013, p. 30.

⁽³⁾ OJ L 257, 28.8.2014, p. 115.

⁽⁴⁾ OJ L 251, 16.9.2016, p. 77.

We propose

The Executive Director is the legal representative and public face of the Agency and is accountable to the Administrative Board.

The Executive Director will lead and manage the Agency and take overall responsibility for its operations ensuring the achievement of the Agency's objectives.

The Executive Director's specific responsibilities will include:

- Achieving the Agency's objectives in line with the multi-annual strategy established by the Administrative Board of the Agency;
- Developing and maintaining effective and efficient cooperation with the competent European Commission services, Member States, relevant third countries and stakeholders, as appropriate, in accordance with the Agency's tasks;
- Cooperating with the Member State authorities responsible for the implementation of the EU maritime transport policy;
- Cooperating with the Executive Directors of Frontex (the European Border and Coast Guard Agency) and of EFCA (European Fisheries Control Agency) for the implementation of the Coast Guard package;
- Responding to any requests for assistance from the European Commission or from the Member States in accordance with the Agency's tasks;
- Developing the Agency's profile, including its international activities and, where appropriate, cooperation with industry;
- Preparing the multi-annual single programming document, annual work programme and the detailed plans for the Agency's pollution preparedness and response activities and taking the necessary steps for their implementation, in cooperation with the European Commission;
- Preparing and executing the Agency's budget in cooperation with the European Commission;
- Preparing the annual report on the Agency's activities;
- Carrying out the day-to-day management of the Agency. Recruiting and evaluating the Agency's staff, in compliance with the EU Staff Regulations, while fostering a good team spirit and positive working environment;
- Communicating directly and indirectly with the public on all matters within the Agency's mission.

We look for (selection criteria)

Candidates should have:

(a) *Management Competences, in particular:*

- excellent capacity for managing a decentralised agency, both at strategic and at internal management level and the ability to meet the challenges faced by a body interacting with multiple stakeholders,
- knowledge, experience, as well as a track record in the management of significant financial resources in a national, European and/or international environment, including budgetary planning and internal control,
- a proven track record of managing large teams at a high management level, including the ability to lead, motivate and develop the potential of a team with multinational and multidisciplinary backgrounds; experience gained in a multicultural environment would be considered an advantage,
- ability to maintain close relations with EU institutions and with Member States' competent authorities.

(b) *Technical knowledge, in particular:*

- a good understanding of the European Union Institutions and how they operate and interact,
- knowledge of European maritime policy, in particular maritime transport policy, and legislation,
- proven experience in transport and maritime policies; experience acquired in a national, European or international public administration would be considered an advantage,
- capacity to develop a strategic vision for the maritime transport sector and the Agency, including safety, digitalisation and environmental sustainability of maritime transport.

(c) *Communication skills, in particular:*

- proven ability and experience to communicate effectively and efficiently with the public and to cooperate with all the relevant stakeholders,
- excellent interpersonal, decision-making, organisational and negotiating skills as well as the ability to build trusted working relationships with the European Union's institutions and with other stakeholders,
- a very good knowledge of English would be an asset since it is the working language of the Agency.

Applicants must (eligibility criteria)

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

- nationality: be a citizen of a Member State of the European Union or be a citizen of a country from the European Economic Area,
- university degree or diploma:
 - either have 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 1 year's professional experience cannot be included in the postgraduate professional experience required below),
- professional experience: have at least 15 years postgraduate experience at a level to which the qualifications referred to above give admission. At least 5 years of that professional experience should be in fields covered by the scope of activities of the Agency,
- management experience: of these 15 years professional experience, at least 5 years must have been gained in high level management functions⁽⁵⁾ and should be in direct relation to a field relevant for this position,
- languages: have a thorough knowledge of one of the official Union languages⁽⁶⁾ and a satisfactory knowledge of a second of these languages to the extent necessary for the performance of his/her duties. Selection panels will verify during the interview(s) whether candidates comply with the requirement of a satisfactory knowledge of another official EU language. This may include (part of) the interview being conducted in this other language,

⁽⁵⁾ In their CVs applicants should indicate at least for these 5 years during which high level 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.

⁽⁶⁾ <http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:01958R0001-20130701>

- age limit: be able to complete, at the deadline for application, the full 5-year mandate before reaching retirement age. For temporary staff of the European Union, retirement age is defined as being the end of the month in which the person reaches the age of 66 (see also Article 47 of the Conditions of Employment of other servants and Article 52(a) of the Staff Regulations) ⁽⁷⁾.

Independence and declaration of interests

The Executive Director will be required to make a declaration of commitment to act independently in the public interest and to make a declaration in relation to interests which might be considered prejudicial to his/her independence. Candidates must confirm their willingness to do so in their application.

Selection and appointment

The European Commission will organise the selection in accordance with its selection and recruitment procedures (see also the Document on Senior Officials Policy ⁽⁸⁾). To this end, it will set up a preselection panel, in which a representative of the Administrative Board of EMSA will participate as an observer. This panel will analyse all applications and identify a number of candidates who have the best profile in view of the selection criteria mentioned above. These candidates may be invited for an interview with the preselection panel.

Following these interviews, the preselection panel will draw up its conclusions and propose 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 preselection panel, will decide on the candidates to be invited for an interview.

Candidates called for an interview with the CCA will participate in a full-day management assessment centre run by external recruitment consultants. Taking account of the results of the interview and the report of the assessment centre, the CCA will establish a shortlist of candidates it considers suitable to exercise the function of Executive Director.

Candidates who are shortlisted by the CCA will be interviewed by the relevant Commissioner(s).

Following these interviews, the Commission will adopt a shortlist of the most suitable candidates, which will be communicated to the Administrative Board of EMSA. The latter may interview the shortlisted candidates. It will nominate the Director. Inclusion on the Commission's shortlist does not guarantee appointment.

Candidates may be required to undergo further interviews and/or tests in addition to those indicated above.

Before appointment, the nominated applicant may be invited to make a statement on his/her vision with regard to the Agency before the European Parliament and to answer questions put by Members of the European Parliament.

For functional reasons and in order to complete the selection procedure as quickly as possible, the selection procedure will be carried out in English and/or French only.

Salaries and conditions of employment are laid down in the Conditions of Employment of other servants for temporary agents occupying a function corresponding to the basic post of Director at grade AD 14 of the European Union. The selected candidate will be classified depending on the length of his/her experience in step 1 or step 2 within the grade. He/she will be appointed for an initial mandate of 5 years, with a possible prolongation according to rules applying at the time of this publication.

Equal opportunities

The European Commission and EMSA apply a policy of equal opportunities and non-discrimination in accordance with Article 1d of the Staff Regulations ⁽⁹⁾.

Terms and conditions of employment

The Executive Director will be appointed as temporary agent at grade AD 14, pursuant to Article 2(a) and Article 10 of the Conditions of Employment of other servants of the European Communities for a period of 5 years. Under the EMSA Regulation, his/her mandate may be renewed once.

⁽⁷⁾ <http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:01962R0031-20140701&from=EN>

⁽⁸⁾ https://ec.europa.eu/info/sites/info/files/compilation-of-the-senior-official-policy-at-the-european-commission_en.pdf

⁽⁹⁾ <http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:01962R0031-20170101>

Applicants should note the requirement under the Conditions of Employment of other servants for all new staff to complete successfully a 9-month probationary period.

The place of employment is Lisbon, where the Agency is based.

The post is available as from 1 January 2019.

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).

Once you have finished your online registration, you will receive an electronic mail confirming that your application has been registered. The mail also contains a registration number which will be your reference number in all matters concerning your application. 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 on-line. 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 **29 January 2018, 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 will not be accepted.

Important information for candidates

Candidates are reminded that the work of the different selection committees is confidential. It is forbidden for candidates to make direct or indirect contact with their members or to ask anybody else to do so on their behalf.

Protection of personal data

The Commission and EMSA will ensure that candidates' personal data are processed as required by Regulation (EC) No 45/2001 of the European Parliament and of the Council of 18 December 2000 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. This applies in particular to the confidentiality and security of such data ⁽¹⁰⁾.

⁽¹⁰⁾ OJ L 8, 12.1.2001, p. 1.

COURT OF JUSTICE OF THE EUROPEAN UNION

CALL FOR APPLICATIONS

(2017/C 431 A/02)

The post of Director-General of Information (Grade AD 15 or AD 16) at the Court of Justice of the European Union in Luxembourg will soon become vacant. This post will be filled under Article 29(2) of the Staff Regulations of Officials of the European Union.

I. DUTIES

The Directorate-General for Information which, with effect from 1 January 2018, will constitute one of three Directorates-General of the institution alongside the Directorate-General for Administration and the Directorate-General for Multilingualism will comprise:

- the Directorate for Information Technology, responsible for the management and development of the Court's IT system and underlying infrastructure;
- the Library Directorate, responsible for the establishment and use of library documents and resources in the implementation of a digital strategy;
- the Communications Directorate, responsible for the design and monitoring of communications policy and for access to the documents and archives of the institution.

Under the authority of the Registrar of the Court of Justice, the Director-General is responsible for the management of the Directorate-General for Information, the purpose of which is to produce, manage and store all information concerning the activities of the institution. The Director-General will be required to define and implement a strategy for the management of knowledge and information in line with the priorities established by the institution, in particular in the light of its specific nature as a judicial body.

The Directorate-General has a staff of approximately 130 officials and agents, as well as approximately 100 external assistants.

In his or her capacity as authorising officer by sub-delegation for expenditure falling within his or her remit, the Director-General ensures that the financial regulations, notably in relation to public procurement, are complied with.

The Director-General is required to represent the institution in external, including interinstitutional, bodies and authorities.

II. REQUIRED PROFILE

- Good knowledge of the tasks, functioning and structure of the Court of Justice of the European Union;
- the proven ability to analyse, define, develop and implement strategic objectives; the ability to understand the challenges facing large organisations with regard to the management of knowledge and information aligned with business needs;
- the ability to direct and motivate, in a multicultural environment, a large entity covering diverse fields of activity;
- proven experience in the effective planning and management of allocated resources, and in the planning and management of projects;
- strong communication and interpersonal skills;
- the ability to manage budgets and major contracts in the context of and in compliance with the applicable financial regulations.

III. REQUIREMENTS

Candidates must satisfy the conditions for appointment of officials laid down in the Staff Regulations of Officials of the European Union. For this post, they must meet the following minimum conditions:

- a level of education which corresponds to completed university studies attested by a diploma;
- at least 10 years' relevant professional experience;
- a thorough knowledge of an official language of the European Union and a satisfactory knowledge of another official language of the European Union. For operational reasons, knowledge of French or English is required, and if the person appointed to the post is unable to prove his or her knowledge of one of those languages, then he or she will be required to commit to acquiring that language.

IV. SALARY AND CONDITIONS OF EMPLOYMENT

Salaries and conditions of employment are those laid down in the Staff Regulations for EU officials at Grade AD 15 or AD 16.

V. SUBMISSION OF APPLICATIONS

Candidates for this post are invited to send their applications by email only to DG-DGI@curia.europa.eu by **31 January 2018**. Applications must be accompanied by a detailed curriculum vitae and any other relevant documents. Candidates must also enclose with their applications a letter stating the reasons for their application and a brief statement (no more than 5 pages long) of their vision for the activities and management of the directorate-general to which this call for applications relates.

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