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| Logo of the European Commission, 12 yellow stars on a blue background arranged in a circle and framed by two light grey graphic elements representing the Berlaymont building, which is the headquarter of the European Commission. | EUROPEAN COMMISSION |

VACANCY NOTICE FOR A POST OF SECONDED NATIONAL EXPERT

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| DG – Directorate – Unit | DG Trade and Economic Security – Directorate TRADE.E – Unit TRADE.E.1 Europe and Eastern Neighbourhood |
| Post number in sysper: | 339045 |
| Contact person:  Provisional starting date:  Initial duration:  Place of secondment: | Ignacio Iruarrizaga Diez (Head of Unit TRADE.E.1)  September 2025  2 years  Brussels  Luxemburg  **Other**: Kyiv, Ukraine |
| Type of secondment |  |
| This vacancy notice is open to:    as well as  The following EFTA countries:  Iceland  Liechtenstein  Norway  Switzerland  The following third countries: ….  The following intergovernmental organisations: … | |
| Deadline for applications | Latest application date: 26-05-2025 |

**Entity Presentation (We are)**

DG Trade and Economic Security has the task of conducting the EU trade policy, one of the exclusive competences of the EU. Trade policy plays a critical role in building global partnership, enhancing the EU’s economic competitiveness, and defending the EU from unfair trade practices and threats to its economic security.

The Unit TRADE.E1 is responsible for trade relations with Europe and Eastern Neighbourhood countries and covers the following regions and countries: Eastern Neighbourhood, Western Balkans, EEA, Switzerland, UK and Micro-States. The mission of the unit entails the management of the bilateral trade relations, conducting negotiations and ensuring the implementation of trade agreements and the enforcement of the international trade commitments of our partners. An important aspect of the work of the unit dealing with candidate countries relates to ensuring coherence between the accession process and the implementation of bilateral trade agreements.

The unit Trade.E1 is composed of 12 officials in headquarters and 12 staff members in the Trade sections in the EU Delegations in the regions covered by the unit.

**Job Presentation (We propose)**

We propose a very interesting job as SNE in the trade section in the Delegation in Kyiv, currently composed of one head of section, one policy officer, one SNE and three local agents.

The trade section deals with very challenging files at the interface of trade policy (notably implementation of the DCFTA), business environment, macroeconomic and fiscal policy and the accession process. The section is anchored in the overall Delegation’s work on European integration, and the successful candidate would ensure collaboration across different areas (e.g. agriculture, energy, financial services). The job entails high level exposure to Ukrainian, EU, Member States’ and third country interlocutors.

The successful candidate’s main focus will be to:

* advise and report to the Headquarters (HQ) on trade and economic matters, with a view to facilitating the implementation of the EU-Ukraine DCFTA in Ukraine
* coordinate the EU contribution to improving the EU-Ukraine trade environment for the EU and Ukrainian economic operators, especially SMEs
* implement the EU Delegation’s activities on trade issues under the supervision of the Head of Trade Section, under the overall direction of the Head of Delegation
* coordinate the monitoring of the DCFTA implementation and compliance by Ukraine and report to Headquarters (DG Trade and relevant other Commission directorates) about the progress, including on approximation to the EU acquis and related legislative developments of Ukraine, in particular in the area of technical barriers to trade.
* Monitor and report to Headquarters trade-related aspects of the accession process.

**Jobholder Profile (We look for)**

We are looking for a dynamic, flexible and motivated candidate, able to work effectively with others, as well as in an autonomous manner, within the Trade Section in the EU Delegation to Ukraine.

The candidate should have a university degree or professional training or professional experience of an equivalent level in the field(s) of law, economy or political sciences.

Sound experience in some of the following areas is required: EU trade and economic policies or other specific policies relevant to the issues covered by the section, implementation of free trade agreements, analysis of trade and economic subjects or the EU internal market, especially in the area of goods.

It is essential that the successful candidate has the capacity to assure quality, speed and accuracy in performing a diversity of tasks in a complex, multicultural environment. An outstanding ability to communicate information and ideas clearly (orally and in writing), concisely, diplomatically and to judge the impact of decisions is very important. The successful candidate should have good team-working skills and a very good knowledge (capacity to write and speak) in English. Knowledge of Ukrainian or Russian would be an advantage.

**Eligibility criteria**

The secondment will be governed by the **Commission Decision C(2008) 6866** of 12/11/2008 laying down rules on the secondment to the Commission of national experts and national experts in professional training (SNE Decision).

Under the terms of the SNE Decision, you need to comply with the following eligibility criteria at **the starting date** of the secondment:

* Professional experience: at least three years of professional experience in administrative, legal, scientific, technical, advisory or supervisory functions which are equivalent to those of function group AD.
* Seniority: having worked for at least one full year (12 months) with your current employer on a permanent or contract basis.
* Employer: must be a national, regional or local administration or an intergovernmental public organisation (IGO); exceptionally and following a specific derogation, the Commission may accept applications where your employer is a public sector body (e.g., an agency or regulatory institute), university or independent research institute.
* Linguistic skills: thorough knowledge of one of the EU languages and a satisfactory knowledge of another EU language to the extent necessary for the performance of the duties. If you come from a third country, you must produce evidence of a thorough knowledge of the EU language necessary for the performance of his duties.

**Conditions of secondment**

During the full duration of your secondment, you must remain employed and remunerated by your employer and covered by your (national) social security system.

You shall exercise your duties within the Commission under the conditions as set out by aforementioned SNE Decision and be subject to the rules on confidentiality, loyalty and absence of conflict of interest as defined therein.

Staff posted in a European Union Delegation are required to have a security clearance (up to SECRET UE/EU SECRET level according to [Commission Decision (EU, Euratom) 2015/444 of 13 March 2015](https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32015D0444). It is up to you to launch the vetting procedure before getting the secondment confirmation.

**Submission of applications and selection procedure**

If you are interested, please follow the instructions given by your employer on how to apply.

The European Commission **only accepts applications which have been submitted through the Permanent Representation / Diplomatic Mission to the EU of your country, the EFTA Secretariat or through the channel(s) it has specifically agreed to**. Applications received directly from you or your employer will not be taken into consideration.

You should draft you CV in English, French or German using the **Europass CV format** ([[Create your Europass CV | Europass](https://europa.eu/europass/en/create-europass-cv)](http://europass.cedefop.europa.eu/en/documents/curriculum-vitae)). It must mention your nationality.

Please do not add any other documents(such as copy of passport, copy of degrees or certificate of professional experience, etc.). If necessary, these will be requested at a later stage.

**Processing of personal data**

The Commission will ensure that candidates’ personal data are processed as required by Regulation (EU) 2018/1725 of the European Parliament and of the Council ([[1]](#footnote-1)). This applies in particular to the confidentiality and security of such data. Before applying, please read the attached privacy statement.

1. () 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) No 45/2001 and Decision No 1247/2002/EC (OJ L 295, 21.11.2018, p. 39 [↑](#footnote-ref-1)