Ref. Ares(2026)10961667 - 24/11/2026

EUROPEAN EXTERNAL ACTION SERVICE

DG Resource Management
The Director-General

Brussels,
EEAS.DG RM.BHR.3/JVC

To Permanent Representatives of the
Member States of the European Union

Your Excellencies,

I am pleased to inform you that we are looking for one “cost-free” national expert (SNE) for secondment to the EU Delegation to **Kiyv, Ukraine**, pursuant to the Decision ADMIN(2026) 18 of the High Representative of 20 July 2026 establishing the rules applicable to Seconded National Experts (SNEs)[1].

I would be obliged if you could forward the enclosed profiles to the relevant national Authorities in order to generate suitable applications.

Candidates are invited to submit **annexes I and II to the vacancy notice** (duly filled and signed), together with their **curriculum vitae and motivation letter** in English or in French, in PDF format. The European curriculum vitae template can be found at the following internet address: http://europass.cedefop.europa.eu/en/documents/curriculum-vitae.

Only applications received in the above-mentioned format **by 18.12.2026** (18h00, Brussels time) will be considered for this call for applications.

Permanent Representations are kindly requested to send applications to the EEAS.RM.BHR.3 Division, “Staff management” at the following email address: SNE-Delegations@eeas.europa.eu .

Applications will be examined by my services, which will organise the interviews shortly after the deadline.

Please note that the possession of a personnel security clearance **(EU-SECRET)** is a prerequisite for this post.

[1] Decision of the High Representative of the Union for Foreign Affairs and Security Policy on the rules applicable to National Experts seconded to the European External Action Service - ADMIN(2026) 18 of 20 July 2026.

Please note that the EEAS implements data protection rules according to Regulation (EU) 2018/1725[2] of the European Parliament and of the Council. Consequently, please be informed that applicants' personal data will be circulated within EEAS services, for selection and management secondment procedures.

I would like to take this opportunity to thank you very much for your cooperation.

Yours sincerely,

(e-signed)
Elsa FENET

Acting DG RM

Enc.: - Decision ADMIN(2026) 18 of the High Representative of 20 July 2026
- Vacancy Notice

Cc: K. Mathernova, Head of Delegation, Ukraine
G. Navickas, Deputy Head of Delegation, Ukraine
J. Timofiejuk, Head of PPI Section, Ukraine Delegation
B. Tavaresa, Head of Division, POL.EURCA. EAST.1
M. Wytrykowska, Deputy Head of Division, POL.EURCA. EAST.1
C. Osti, Head of Sector, RM.BHR.3
E. Van Hemelryck, Head of Administration, Ukraine Delegation

[2] 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/E.

Electronically signed on 24/11/2026 13:58 (UTC+01) in accordance with Article 11 of Commission Decision (EU) 2021/2121