

EUROPEAN EXTERNAL ACTION SERVICE



DG Budget and Administration
The Director General

11 AVR. 2016

Brussels,
EEAS.DG BA.HR.2 (2016)

To Permanent Representatives of the
Member States of the European Union

Your Excellency,

I am pleased to inform you that we are looking for 3 “cost-free” national experts (SNE) for secondment to the European External Action Service (EEAS), see vacancies notice enclosed, within the framework of the Decision of the High Representative of 04/02/2014, and more particularly in its article 24.1.

The national experts will be seconded to the Civilian Planning and Conduct Capability (CPCC).

I would be obliged if you could forward the enclosed profile to the various relevant Ministries as well as to PSC Ambassadors in order to generate adequate applications.

Applications should be sent only by your Permanent Representation to Division EEAS.BA.HR.2 “Selection and Recruitment of Staff”. They shall not be sent directly to the Directorate CPCC.

Permanent Representations are kindly requested to send applications by e-mail only to: EEAS-SNE-CMPD-CPCC-INTCEN@eeas.europa.eu

Candidates shall draft their CV in English or in French in a PDF or Word version, following the European CV form which 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 **29 April 2016** will be considered for this call for applications.

Applications will be examined by my services which will organise selection interviews in the course of May 2016.

I would like to invite you to draw the attention of the various relevant Ministries and services to the proper treatment of personal data and inform them that the EEAS implements data protection rules according to Council Regulation (EC) n° 45/2001.

Consequently, possible applicants should be informed that their CV will be circulated to the EEAS services involved in the selection and management of their possible secondment, as well as within Delegations concerned.

Thank you very much for your cooperation.

Yours faithfully,



Gianmarco Di Vita

Enclosures: - Decision of the High Representative of 04/02/2014
- Vacancies notice
- 3 Job descriptions for cost-free posts no. 227786 (Civilian Capabilities Expert), 186173 (CIS Expert), 190679 (Human Resources Expert)

Copies: Mr Deane, Director EEAS.CPCC
Mr Larsson, Director EEAS.BA.HR
Mr Mellado, Head of Division EEAS.BA.HR.2