



## **Vacancy notice**

### **Seconded National Expert in Clean Sky 2 Joint Undertaking**

#### **Ref.: 02-2016 Synergies with Structural Funds**

*1<sup>st</sup> March 2016*

#### **1. Position**

Number of positions available: 1

Deadline for submission of applications: 2<sup>nd</sup> May 2016

Duration of the Secondment: 2 years

#### **2. Profile**

Successful candidates should have:

- a relevant university degree and professional experience of minimum 5 years in aerospace programme management or publicly funded programmes at national and/or regional level
- knowledge of ESIF instrument
- Excellent command of written and spoken English
- Ability to deal with political matters
- Diplomacy and ability for communication
- Pragmatic and problem solving approach

Advantageous:

- Experience of any of the EU research programmes: (FP6 or FP7 and/ Horizon 2020)
- Experience in dealing with national authorities
- Experience in dealing with EU funded programmes
- Experience in dealing with aerospace related entities

The SNE shall be responsible for:

- Establishing working-level contacts with the interested parties, in particular the Managing Authorities of the Regions volunteering for building up synergies with Clean Sky
- Proposing orientations for each synergy action, consistently with the JU policy and the agreed scenarios
- Drafting and updating the agreements (like Memoranda of Understanding) to be signed with the Regions
- Liaising with the Project Officers in charge of the operational monitoring
- Implementing the coordination committees agreed with the Regions
- Contributing to the communication actions related to Clean Sky / ESIF, including the update of the website
- Liaising with the European Commission services
- Monitoring all internal actions related to the ESIF Synergy Project.

The SNE will report to the Legal Manager and Strategic Advisor. He/She will assist him in the implementation of the synergies with Structural Funds through agreements with the Managing Authorities of the Regions.

### **3. Conditions**

An SNE shall be entitled, throughout the period of secondment, to a daily subsistence allowance and a monthly subsistence allowance.

The CSJU Governing Board decision ***N° CS-GB-2015-09-24 Doc10 SNE decision*** is the legal basis for this exercise (here attached).

#### **4. Deadline**

The deadline for the submission of applications is 2<sup>nd</sup> of May 2016 at noon (12.00 am)

#### **5. Applications**

The Permanent Representation shall send an e-mail to the address [recruitment@cleansky.eu](mailto:recruitment@cleansky.eu) with the following documents:

- A letter of motivation of the candidate highlighting the professional experience and the suitability and strengths of the candidate in relation to the post
- A Curriculum Vitae of the candidate, in the European CV format (see <http://europass.cedefop.europa.eu> )
- The letter from the public administration authorizing the candidate to lodge his/her application to the post. If this is unavailable by the closing date of this notice but underway/agreed, the JU can also accept evidence of the upcoming authorisation pending the delivery of the official letter. In any case, no appointment will be made without this official letter.

#### **6. Protection of personal data**

The JU will ensure that candidates' personal data are processed as required by Regulation (EC) N°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 (Official Journal of the European Communities L8 of 12 January 2001).

The controller of the processing is Clean Sky 2 Joint Undertaking (<http://www.cleansky.eu>).

Data are processed for the purpose of organising the selection and recruitment; they are only disclosed to persons involved in the selection and/or recruitment procedures.

## **7. Right of access**

Data subjects are entitled to access their data by sending an email to the data controller (eric.dautriat@cleansky.eu).

## **8. Right of rectification**

Data subjects can request rectification of their data by sending an email to the data controller (eric.dautriat@cleansky.eu)

## **9. Time-limits for storing the data**

For recruited candidates, personal data are kept for 5 years after termination of employment.

For non-recruited candidates, personal data are kept for 2 years after expiry of the list.

For spontaneous applications, data are not kept.

## **10. Legal basis and recourse**

The legal bases for the processing of personal data are:

- Regulation (EC) 45/2001 Article 5 (a) and (d)
- Clean Sky Decisions n. 43 on the processing operations in the field of staff recruitment
- General Implementing Provisions on the procedure governing the engagement and use of contract staff at the Clean Sky Joint Undertaking (doc. CSGB/0109/002)
- General Implementing Provisions on the procedure governing the engagement and use of temporary agents at the Clean Sky Joint Undertaking (doc. CSGB/0109/002)
- General Implementing Provisions on the procedure governing the middle management at the Clean Sky Joint Undertaking (doc. CSGB/0109/002)

Recourse: data subjects have the right to have recourse to the European Data Protection Supervisor. For further information, see the EDPS website: <http://www.edps.europa.eu>