

EUROPEAN EXTERNAL ACTION SERVICE



DG Budget and Administration
The Director-General

19. 07. 2019

Brussels,
EEAS.DG BA.HR.2/CCA

Ambassadors Extraordinary and
Plenipotentiary Permanent Representatives
of the EU Member States

Your Excellencies,

The EEAS is launching the 2020 External Rotation Exercise for **Head of Delegation and Deputy Head of Delegation posts**.

I am pleased to attach the list of posts, the vacancy notices and the Guidelines for applications.

I would be grateful for your support in ensuring that these documents are brought to the attention of potential applicants through your usual information channels.

The deadline for submitting applications is **Friday 13 September 2019** at 12.00 CET.

As in previous years, applications may be made only via the on-line e-Application system.

The selection procedures will be organised as quickly as possible after the deadline, in line with our commitment to expedite our rotation procedures.

We will endeavour to inform candidates after each stage of the process about whether or not their application will go forward to the next stage.

In making final decisions on the candidates selected for the posts, the Appointing Authority may need to take into account the budgetary situation, and its implications for the ability of the EEAS to recruit from external sources.

Yours faithfully,

Gianmarco Di Vita

cc: Ms Helga Schmid, Secretary General
Mr Jean-Christophe Belliard, Mr Christian Leffler, Mr Pedro Serrano, Deputy Secretaries General
Mr William Shapcott, GSC
Mr Martin Selmayr, SG; Mr Stefano Manservigi, DG DEVCO; Ms Monique Pariat, DG ECHO;
Mr Christian Danielsson, DG NEAR; Ms Sabine Weyand, DG TRADE; Ms Irene Souka, DG HR
Ms Hilde Hardeman, FPI
EU Institutions HR Contact Points