



Council of the European Union
General Secretariat
Directorate-General Administration
Directorate Human Resources and Personnel Administration
The Director

His/Her Excellency the Ambassador

Permanent Representative of the
Member States to the
European Union

(by e-mail)

Brussels, 2 March 2018

Subject: Secondment to the General Secretariat of the Council Legal Service of a national expert

Ref.: END/1/2018 (4140)

Dear Sir / Madam,

The Council Legal Service seeks a national expert to reinforce the legal advisers team of Directorate 4 "Institutional Questions, Staff Regulations, Litigations". The Legal Service is looking for a national expert with a good knowledge of, and a practical experience in, the area covered by the job description. The national expert, who will be part of Directorate 4, will be required to assist the preparatory bodies of the Council and, as appropriate, to undertake other functions on behalf of the Legal Service.

The duration of the secondment is two years, with the possibility of extension of two years in total. Please note that according to Article 5 of Council Decision 2015/1027/EC, this secondment could be extended for an additional period of up to two years in exceptional cases.

The qualifications and experience required are set out in the Annex. The expert should take up their duties at the General Secretariat of the Council by **16 June 2018**.

The conditions of the secondment, including allowances paid by the Council, are set out in the Council Decision of 23 June 2015 on the rules applicable to national experts on secondment to the General Secretariat of the Council (2015/1027/EC, OJ L 163, 30.06.2015, repealing Decision 2007/829/EC). According to Article 2 of this Decision, seconded national experts should be nationals of an EU Member State.

Member States are hereby invited to propose candidates qualified for this post.

I should be grateful if proposals could indicate the national contact point responsible for each candidate's submission. Submissions shall be accompanied by a curriculum vitae detailing all posts held until present as well as education, and by a letter stating the motivation for the application.

Replies to this letter should be sent by e-mail, no later than **13 April 2018** to the following address: **service.recrutement-END@consilium.europa.eu**.

The Legal Service, together with the Human Resources Directorate, shall examine the applications received, decide which candidates to shortlist, and conduct the interviews.

The Appointing Authority shall decide on the appointment based on the outcome of the selection procedure. The General Secretariat of the Council may also decide to use the list of suitable candidates to cover possible future vacancies of the same profile.

If necessary, further information can be obtained from the General Secretariat of the Council by contacting at the **Legal Service, Mr Jean-Baptiste Laignelot** (tel. +32 2 281 2744 - e-mail: jean-baptiste.laignelot@consilium.europa.eu).

Yours faithfully,



Cesira D'Aniello

Annex

**Seconded National Expert (SNE)
at the General Secretariat of the Council of the European Union**

Legal Service

Ref.: END/1/2018 (4140) - 1 post

Job description

A. Tasks and responsibilities

As a member of the Directorate 4 of the Legal Service, the legal adviser will be called upon to:

- Give advice and oral or written opinions on legal and institutional questions to the Council and/or its preparatory bodies and/or the different GSC services
- Advise the Presidency and/or the GSC in contributing to finding legally correct and acceptable solutions for the body concerned
- Follow the proceedings of one or more Council preparatory bodies or of the Council itself (taking part in meetings and, if appropriate, briefings)
- Contribute to ensuring the legal certainty of Council acts, the quality of drafting and compliance with the applicable rules and procedures
- Carry out conceptual work, studies and legal analysis
- As needed, take part in the preparation of work in assisting and representing the institution in disputes and, where appropriate, in cases before the EU's courts

B. Qualifications and experience required

Essential:

- University degree in law (Master's degree)
- Good knowledge of French and English enabling to communicate and write in both languages
- Good knowledge of EU law
- Good knowledge of the functioning and procedures of the EU
- Experience of 5 years in legal matters

Advantageous:

- Satisfactory knowledge of another official language of the European Union¹

¹ The languages of the EU are: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, Irish, German, Greek, Hungarian, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish, Swedish.

C. Skills and abilities required

- Ability to anticipate and identify potential problems and to solve them
- Excellent oral and written communication skills
- Capacity to work in an international and multicultural environment and with a variety of diplomatic and military actors
- Ability to adapt to different situations and to work under pressure against tight deadlines
- Ability to work in a team and flexibility in terms of presence and working hours, as may be required by the needs of the service

D. General conditions:

Be a national of one of the Member States of the European Union and enjoy full rights as a citizen.

The General Secretariat of the Council applies an equal opportunities policy.

**Further information on the nature of the post can be obtained from the Legal Service,
Mr Jean-Baptiste Laignelot (+32 2 281 2744 - jean-baptiste.laignelot@consilium.europa.eu).**
