



**EUROPEAN
DATA PROTECTION
SUPERVISOR**

**VACANCY
NOTICE**

The EDPS is looking for a

Member of the Legal Service

Vacancy notice n°	VN-13-2024-EDPS-FO-SG Legal Officer
Type of post/type of contract	AD
Grade/function group	AD5 - AD9
Publication under	Article 29(1)(a), (b) and (c) of the Staff Regulations
Place of employment	Brussels (Belgium)
Deadline for applications	18/05/2024 (Brussels time GMT+1) at 12:00 midday

WHO ARE WE?

The EDPS - a young and dynamic institution

The European Data Protection Supervisor (EDPS), a young EU institution established in 2004, in Brussels, Belgium, is the independent data protection authority of the EU institutions and the advisor of the EU legislator on data protection matters. We strive to be an impartial centre of excellence in order to embed a strong data protection culture in the EU institutions and the legislation emanating from them. We also closely follow technological developments and try to anticipate their impact on the privacy of individuals. Our organisation employs about 120 staff members, most of whom are EU officials, but we also welcome Contract Agents and Seconded National Experts, working full-time or part-time.

The EDPS - a great place to work

We value a strong culture of respect, flat hierarchical structures and an open door policy to foster innovative ideas and a strong collaboration between colleagues. To ensure our staff's well-being and motivation, we believe that it is essential to create a healthy organisational climate and to strike a good work-life balance. To achieve this, we offer various flexible working arrangements, as well as learning and development opportunities, such as job-shadowing and training programmes.

WHO ARE WE LOOKING FOR?

Someone who

- fits in an informal and friendly yet professional working environment;
- appreciates working collaboratively with other colleagues on a variety of different projects;
- brings their creativity and initiative to the table;
- engages constructively with stakeholders, based on our core values: integrity, impartiality, transparency and pragmatism.

ABOUT THE POSITION

Our job vacancy is in the Legal Service of the EDPS. The Legal Service function has been established in 2021 in the EDPS to ensure coordination of litigation work and a capacity of independent legal revision of the activities of the operational units of the EDPS.

As a member of the Legal Service, you will work under the guidance of the EDPS Legal Service Officer, your reporting officer, and your main responsibilities will include:

- Act as (co-)agent of the EDPS in litigation before the Court of Justice and the General Court of the European Union (preparing Court briefs, attending the hearing, ensuring follow-up of judgments);
- Performing legal review of documents submitted for the approval, decision or signature of the Supervisor and of the Secretary General by all EDPS units, in particular to those documents that may constitute challengeable acts and important draft legislative opinions, but also internal decision of an organisational nature and decisions concerning the implementation of the Staff Regulations and the Financial Regulation;
- Providing legal analysis and advice orally or in writing;
- Coordinating, monitoring and evaluating projects of the institution from a legal perspective;

You may also be required to carry out additional tasks when necessary and in the interest of the service.

OUR ELIGIBILITY AND SELECTION CRITERIA

Eligibility criteria

For your application to be considered, you must meet the following criteria by the deadline for submitting applications¹:

- be a European Official in the category 'Administrator' in a grade between AD5 and AD9, **or**
- be in the reserve list of an EPSO competition for EU administrators (function group: AD5-9) **and**
- Possess professional experience of at least 3 years in the field of law.

Selection criteria

For this job vacancy, we are looking for someone with the following essential and advantageous skills and experience:

Essential

- A level of education corresponding to completed university studies of at least three years, attested by a diploma, in the field of law;
- Good knowledge of the structure and functioning of the European Union and of its institutions, the treaties and other fields of EU law in relation to the position;
- Very good knowledge of Regulation (EU) 2018/1725 or Regulation (EU) 2016/679, as well as/or other privacy legislation and practical experience in their application;
- Practical experience in providing legal advice on data protection and/or EU administrative and institutional law and/or human resources law of EU institutions to senior management;
- Excellent problem-solving skills and creativity in proposing possible solutions in compliance with the applicable rules;
- Resilience in view of high workload periods and the ability to respond quickly and decisively in the case of urgency; we need someone who can prioritise competing issues and tasks in a very varied workload and contribute effectively as part of a team, often with demanding deadlines;

Advantageous

- Proven experience in providing legal advice in the field of human resources law (EU staff regulations);
- Relevant professional experience in a national public body or an EU institution, body, office or agency.
- Practical experience in the area of supervision and enforcement of fundamental rights, in particular privacy and data protection;
- Past experience as a litigator, before national court and/or the Court of Justice of the EU;
- Practical experience in coordinating the work of multiple stakeholders, monitoring and evaluating the organisation's/institution's projects; Ability to foster cooperation across sectors and units;
- Strong interpersonal skills and ability to interact smoothly and efficiently with multiple internal and external stakeholders.

HOW TO APPLY?

Interested in this position? Please apply via the following link by **18/05/2024 at 12:00 midday (Brussels time)**:

https://ec.europa.eu/eusurvey/runner/Application_form_VN_13_2024_EDPS_FO_Legal_Service

You will have to **complete the online application form and upload the following documents**:

- Cover letter detailing why you are suitable for this role (PDF format of maximum size of 1MB);
- An official document attesting your status as an official (category, grade); the different posts held in the EU institutions, bodies and agencies, and a copy of your last two staff evaluation reports; OR an official document from EPSO attesting that you are a laureate.
- CV (preferably in Europass format);
- Optional: Other supporting documents, such as references, certificates, which must be merged into one single PDF document of a maximum size of 1MB.

Do not hesitate to contact edps-selections@edps.europa.eu in case you have any questions.

OUR SELECTION PROCEDURE

All eligible applications will be scrutinised by a selection panel. Candidates whose applications best match the selection criteria will be invited for an interview during which the selection panel will assess each candidate's performance. In addition, a second interview or written tests may be carried out. At the EDPS we aim for all selection panels to have a gender-balanced composition.

OTHER IMPORTANT INFORMATION

Equal opportunities

The EDPS is committed to promoting diversity, inclusion, and giving everyone equal opportunities to succeed.

As such, the EDPS welcomes all applications without discrimination on grounds of sex, race, colour, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of national minority, property, disability, age, gender identity or sexual orientation.

If you require any special arrangements (due to a disability) to take part in this selection procedure, please indicate this on your application.

Data protection

A data protection notice detailing how the EDPS processes candidates' personal data in the context of recruitment can be found [here](#).

Join us in shaping a safer digital future!

Brussels, 23 April 2024

Leonardo CERVERA NAVAS