



**EUROPEAN  
DATA PROTECTION  
SUPERVISOR**

**VACANCY  
NOTICE**



The EDPS is looking for a

## **Policy and Legal Officer - Data Protection**

<b>Vacancy notice n°</b>	14-2024-EDPS-CA
<b>Type of post/type of contract</b>	CA (1 year renewable)
<b>Grade/function group</b>	FGIV
<b>Publication under</b>	Article 3b of the CEOS
<b>Place of employment</b>	Brussels (Belgium)
<b>Deadline for applications</b>	06/05/2024 (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 140 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 **Policy and Consultation Unit**. The unit is in charge of:

Advising European institutions on data protection matters, in particular in the context of legislative consultation in accordance with Regulation (EU) 2018/1725 which lays down the rules for data protection in the EU institutions (EUDPR). This includes in particular advising the Commission, the European Parliament and the Council on legislative proposals, draft implementing and delegated acts, and international agreements that have an impact on the protection of personal data.

Developing and maintaining expertise related to data protection in various areas of EU law, including AI and digital regulation, as well as judicial and police cooperation in criminal matters, interoperability and large-scale IT systems. We follow related policy developments at national and international level, as well as the relevant case law of the Court of Justice of the EU and the European Court of Human Rights.

Contributing and coordinating the EDPS involvement as a member of the European Data Protection Board (EDPB), in accordance with the General Data Protection Regulation (EU) 2016/679 and the EUDPR. This involves contributing to the drafting of EDPB documents as well as attendance at EDPB plenaries and expert subgroup meetings.

As a Policy and Legal Officer in the Policy and Consultation Unit, your main responsibilities will include:

- Following EU policy and legislative developments that may have an impact on the protection of personal data;
- Analysing (draft) EU legislative initiatives and assessing their impact on personal data protection, including compliance with the Charter of Fundamental Rights and interplay with the GDPR, EUDPR and the Law Enforcement Directive 2016/680;
- Drafting and co-drafting opinions, informal and formal comments, guidelines, decisions, reports and other documents;
- Desk research in data protection, digital policy and related areas of EU law, including relevant case law of the Court of Justice and the European Court of Human Rights;
- Taking part in the work of the expert subgroups of the European Data Protection Board, including through attendance at meetings and contributing to the drafting of documents;
- Contributing to the Unit's relations with other EU institutions and bodies; representing the EDPS in external meetings, and, where appropriate, in public events.

You may also be required to carry out additional tasks when necessary and in the interest of the service. These activities may require missions away from Brussels.

## OUR ELIGIBILITY AND SELECTION CRITERIA

### Eligibility criteria

For your application to be considered, you must meet the following criteria by the deadline for submitting applications<sup>1</sup>:

- a level of education corresponding to completed university studies of at least three years attested by a diploma, in the field of Law;<sup>2</sup>
- Candidates for this Contract Agent position must have passed the EPSO Permanent CAST by the end of the recruitment process and are therefore encouraged to create a corresponding EPSO profile already with their application.

### Selection criteria

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

#### Essential

- At least 3 years of relevant professional experience as a legal officer/lawyer, preferably in the field of data protection;
- Good knowledge of the data protection legislation and relevant case law of the Court of Justice of the EU;
- 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 problem-solving skills and creativity in proposing possible solutions in compliance with the applicable rules;
- Proven capacity for analysis and excellent writing skills;
- Demonstrated resilience in view of high workload periods and the ability to respond quickly and decisively in the case of urgencies;
- Very good organisational and prioritising skills in a very varied workload with demanding deadlines;
- Strong ability to work collaboratively;
- Very good level of written and spoken English, which is the main working language of the EDPS and the EDPB Secretariat.

#### Advantageous

- Experience in a EU institution, in particular with exposure to external decision-making and legislative processes;
- Proven experience with and knowledge of **one or more** of the following areas:
  - international cooperation (including international cooperation among data protection authorities and/or intergovernmental organisations, preferably in the area of data protection);
  - EU legislation applicable in the field of international transfers of personal data
  - EU legislation applicable in the Area of Justice and Home Affairs.

<sup>1</sup> In case you will be offered the job, you must have completed any compulsory military service; provide appropriate character references (have no criminal record); pass the EU institutions' medical examination; be fluent in one of the EU languages and be able to work in a second EU language.

<sup>2</sup> Only qualifications awarded by EU Member State authorities or qualifications recognised, as equivalent by the relevant authorities will be taken into consideration. Qualifications/diplomas awarded until 31/12/2020 in the United Kingdom are accepted without further recognition.

## HOW TO APPLY?

Interested in this position? Please apply via the following link by **06/05/2024 at 12:00 midday (Brussels time)**:

[https://ec.europa.eu/eusurvey/runner/Application\\_form\\_VN\\_14\\_2024\\_EDPS\\_CA\\_PC\\_Policy\\_and\\_Legal\\_Officer\\_Data\\_Protection](https://ec.europa.eu/eusurvey/runner/Application_form_VN_14_2024_EDPS_CA_PC_Policy_and_Legal_Officer_Data_Protection)

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);
- CV (preferably in Europass format)
- Optional: All supporting documents, such as references, certificates, must be merged into one single PDF document of a maximum size of 1MB.

Do not hesitate to contact [edps-selections@edps.europa.eu](mailto: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!