



**CALL FOR EXPRESSION OF INTEREST FOR TWO POSTS OF SECONDED  
NATIONAL EXPERTS (SNE) AND ESTABLISHMENT OF A RESERVE LIST**

**REF.: S2R.2018.01**

<b>Publication</b>	<b>External</b>
<b>Title of function</b>	<b>Secoded National Experts (SNE) in the Research and Innovation team of Shift2Rail JU (S2R JU)</b>

**1. WE ARE:**

The Shift2Rail (S2R) Joint Undertaking (JU) is a public-private partnership between the European Union and the rail sector, established by Council Regulation (EU) No 642/2014<sup>1</sup>. The S2R JU, established in Brussels, is responsible for implementing the S2R Research and Innovation Programme, funded jointly by the Union and European Union Industry, with a view to supporting the European Union's long term transport policy objectives, including increasing the attractiveness and efficiency of rail and completion of the Single European Railway Area. It also seeks to increase the competitiveness of the European Union rail sector as a whole.

For further information please consult the following website: <http://www.shift2rail.org/>

**2. JOB DESCRIPTION:**

The SNE will reinforce the Research and Innovation team and will be working on several or all aspects dealt with by the unit depending on the specific fields of expertise brought by the candidate.

The SNE will report to the Head of Research and Innovation. He/She will help the team achieve an integrated and system view on the evolution of the Programme activities towards the next

---

<sup>1</sup> OJ L 177, 17.06.2014, p.9

steps – market uptake and deployment – and facilitate the assessment of the needs on the matter of standardisation and regulation. A possible focus could be automation.

Additionally the candidate could map national and regional activities and funding scheme and support the implementation of cooperation with entities and organizations at national or regional level.

The candidate will contribute in particular to:

- Provide support to the identification of demonstration activities (supporting market uptake) and ensure the adequate management of interdependencies between projects;
- Contribute to S2R Research and Innovation activities, including identifying the possible standardisation needs, reviewing the documents to enter the pipeline for standardisation and aiming at shortening as much as possible the timing for approval;
- Follow up ongoing railway sector initiatives related to standardisation of procurements and assess the relevant standards generated/updated by S2R innovations which should be considered in such activities;
- Act as contact point for preparation of demos and deployment activities, in particular for the ERTMS and its next generations;
- Support the cooperation at European, national and regional level with other funding instruments, in order to create synergies and Programme value;
- Execute any other tasks as deemed necessary in the interest of the service.

### **3. ELIGIBLE EMPLOYERS**

SNE can be seconded from Intergovernmental Organisations (IGO) or national, regional or local public administrations of EU Member States or Member States of the European Free Trade Area (EFTA).

“Public administration” means all State administrative services at central, federal, regional or local level, comprising ministries, government and parliament services, the courts, central banks, and the administrative services of local authorities, as well as the decentralised administrative services of the State and of such authorities.

The SNE's employer shall undertake to continue to pay their salary, to maintain their administrative status throughout the period of secondment and to inform the Joint Undertaking of any change in the SNE's situation in this regard.

The SNE's employer shall also continue to be responsible for all their social rights, particularly social security and pension.

Before the period of secondment begins, the national public administration or IGO from which the SNE is to be seconded shall certify that they will remain, throughout the period of

secondment, subject to the social security legislation applicable to the public administration that employs them and is responsible for expenses incurred abroad.

#### **4. WE LOOK FOR:**

##### **A) Eligibility criteria**

Candidates will be considered eligible for selection on the basis of the following formal criteria to be fulfilled by the deadline for applications:

1. The applicant must have worked for their employer on a permanent or contract basis for at least 12 months before their secondment and shall remain in the service of that employer throughout the period of secondment;
2. Be a national of a Member State of the European Union or EFTA Member State;
3. Possess at least 3 years of professional experience in the field relevant to the duties to be carried out during the secondment;
4. Have a thorough knowledge of one of the languages of the European Union and a satisfactory knowledge of another language of the European Union to the extent necessary for the performance of his/her duties.

##### **B) Selection criteria**

Successful candidates should have:

###### **1) Essential qualifications and experience**

- University degree, preferably in exact science such as engineering, mathematics etc.
- Relevant professional experience in railways business (research, operational, technical, maintenance, economics, etc.);
- Very good command of both written and spoken English;

###### **2) Advantageous qualifications and experience in one or more of the following fields**

- FP7, H2020, CEF or other EU and/or national programmes;
- Standardisation processes and actors;
- ERTMS and automation;
- project implementation and result deployment;

###### **3) Behavioural competences**

- Motivation – open and positive attitude;
- Good inter-personal and communication skills;
- High degree of organisational skills and ability to appreciate and follow priorities;
- Ability to work under pressure and respect tight deadlines;
- Sense of initiative, flexibility and team spirit.

## 5. INDEPENDENCE AND DECLARATION OF INTERESTS

S2R JU, the SNE's employer and the SNE must confirm that there is no conflict of interest in relation to the SNE's duties while being seconded to the Joint Undertaking.

The confirmation is done in writing before the start of the secondment based on the intended duties during secondment.

SNEs will be required to carry out their duties and conduct themselves solely with the interests of the European Union in mind; they shall neither seek nor take instruction from any government, authority, organisation or person outside the Joint Undertaking.

## 6. SELECTION PROCEDURE

The received applications will be screened against the eligibility criteria listed in the vacancy notice.

The hiring department will carry out the evaluation of the eligible applications against the selection criteria.

Shortlisted candidates may be required to undergo a telephone and/or face-to-face interview. Suitable candidates will be placed on a reserve list initially for one year, which may be renewed.

Depending on the JU's budgetary situation and needs, and provided that the JU receives the acceptance from the candidates' employer, an SNE agreement on secondment may be offered to successful candidates.

The secondment is authorised by the Executive Director and effected by an exchange of letters between the Executive Director and the seconding authority, specifying the details of the Secondment as described in the Decision of the Governing Board of the S2R JU laying down the rules on the secondment of national experts to the S2R JU.

## 7. APPLICATION PROCEDURE

Applicants shall send their applications **only to the Permanent Representation to the EU of their country**.

More information on the Permanent Representations can be found here:

<http://europa.eu/whoiswho/public/index.cfm?fuseaction=idea.hierarchy&nodeID=3780&lang=en>

The Permanent Representations shall within the deadline set in this vacancy notice forward the applications to the following address: [jobs@s2r.europa.eu](mailto:jobs@s2r.europa.eu)

S2R JU will only take into account applications received before the deadline stipulated in the vacancy notice (point 10 of this vacancy notice). Candidates are invited to liaise with their Permanent Representation to ensure that their application reaches the Joint Undertaking well on time.

For an application to be considered valid it shall consist of:

- A Curriculum Vitae of the candidate, in the European CV format (see <http://europass.cedefop.europa.eu>)

- A letter of motivation of the candidate highlighting the suitability and strengths of the candidate in relation to the post;
- 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 vacancy 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.

The subject of the e-mail and the forms must mention the reference number and the title of the post for which the application is submitted (e.g. SURNAME\_Firstname\_S2R.2018.01).

## **8. EQUAL OPPORTUNITIES**

The S2R JU, as a European Union body, applies a policy of equal opportunities and non-discrimination in accordance with Article 1d of the Staff Regulations.

## **9. CONDITIONS OF THE SECONDMENT**

The initial period of secondment is 2 years<sup>2</sup>

The secondment will be governed by the Decision of the Governing Board of the S2R JU laying down the rules on the secondment of national experts to the S2R JU ([http://shift2rail.org/wp-content/uploads/2016/04/Decision-20\\_2016-national-experts.pdf](http://shift2rail.org/wp-content/uploads/2016/04/Decision-20_2016-national-experts.pdf))

The SNE will remain employed and remunerated by his/her employer during the secondment. He/she will also remain covered by the national social security.

In addition, an SNE shall be entitled to daily and monthly subsistence allowances provided for in Article 16 of the SNE Decision<sup>3</sup>.

During the secondment, SNEs are subject to confidentiality, loyalty and absence of conflict of interest obligations.

The final stage to secure the secondment will be confirmed by an exchange of letters between the Executive Director of S2R JU and the Permanent Representation of the Member State concerned.

The initial period of secondment may not be less than six months or more than two years. It may be renewed once or more, up to a total period not exceeding four years. Exceptionally, where the interests of the service warrant it, S2R JU Executive Director may authorise one or more extensions of the secondment for a maximum of two more years at the end of the four-year period.

---

<sup>2</sup> See also Article 4 of the Decision of the Governing Board of the Shift2Rail JU laying down the rules on the secondment of national experts to the S2R JU

<sup>3</sup> Please refer to Shift2Rail JU's website for updated information on the allowances.

The total period of engagement shall not exceed the lifetime of the Joint Undertaking.  
The place of secondment is Brussels, Belgium.

## **10. CLOSING DATE**

Applications must be sent no later than **30/03/2018, 17h00 Brussels time**. Applications sent after this date will not be considered.

## **11. PROTECTION OF PERSONAL DATA**

The S2R JU is committed to ensuring 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.

Controller, purpose of the processing, recipients of the data - The controller responsible for the processing operation is the Shift2Rail Joint Undertaking. 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.

Right of access - Data subjects are entitled to access their data by sending an email to the data protection officer ([info@shift2rail.europa.eu](mailto:info@shift2rail.europa.eu)).

Right of rectification - Data subjects can request rectification of their data by sending an email to the data protection officer ([info@shift2rail.europa.eu](mailto:info@shift2rail.europa.eu)).

Time-limits for storing the data - For recruited candidates, personal data are kept for 10 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.

Legal basis and recourse - The legal basis for the processing of personal data is Article 5 of Regulation (EC) 45/2001.

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