

**VACANCY NOTICE FOR POSITIONS OF
Expert - Transport and Environment
Temporary Agent (AD6)**

Reference no. EEA/AD/2024/9

Please send us your application by no later than 5 August 2024 at midnight (Copenhagen time), following the instructions in the [ANNEX](#).

The European Environment Agency (EEA) is organising an open competition with a view to establishing a reserve list of experts to work in the area of environment and transport.

THE AGENCY:

The EEA is an Agency of the European Union (EU) and one of the decentralised Union bodies. The EEA aims to support sustainable development and to help achieve significant and measurable improvement in Europe's environment, through the provision of timely, targeted, relevant and reliable information to policy-making agents and the public.

One of EEA's core tasks is the collection, analysis and dissemination of climate and environment data that are used to monitor progress to national and EU targets. Most of this structured data and information are defined in European legislation.

To support this core task, EEA seeks motivated and engaged professionals to work in an EU institution at the forefront of Europe's work on climate and environment. Candidates are specifically sought to monitor the reduction of CO₂ emissions from Europe's vehicle fleet.

JOB DESCRIPTION:

Under the responsibility of the Head of the Group 'Mitigation, Energy and Transport', reporting to the Head of Programme 'Climate Change, Energy and Transport' (see [organisational chart](#)), the Expert will be responsible for handling and ensuring the quality of CO₂ emissions data related to cars, light-duty vehicles and heavy-duty vehicles in Europe.

The position will entail the following tasks:

- Translating reporting or monitoring requirements from EU legislation into reporting templates and data models to be used by national and industry data reporters;
- Collaborating with technical experts in the development of reporting dataflows in the agency's Reportnet system, including identification of necessary automated and manual quality checks;
- Providing training and operational support of national and industry reporters in fulfilling their data reporting obligations;
- Managing of quality assurance and quality control of each data submission and aggregation of the data into a final dataset;
- Performing analysis of the final, aggregated dataset in comparison to historical trends, available projections and targets;
- Preparing indicators, presentations, data visualisations or other materials as relevant, in order to share the data and analysis with thematic experts, policy makers and the public;

- Carrying out the maintenance of the final data and derived products on the agency's information platforms and websites.

Alongside work on individual datasets, the successful candidate will also be expected to contribute to continual development of how the cars, light duty and heavy-duty vehicle dataflows are managed in parallel. This shall support uptake of new methods and tools that can further increase efficiency and continue to ensure the highest standards of data accuracy for these dataflows. It shall also contribute to the agency's ongoing contributions to the policy cycle related to road transport and mobility systems more generally.

In addition to work on data related to road transport modes, the candidate should also be prepared to support data and assessment work related to other transport modes such as maritime and aviation.

ELIGIBILITY CRITERIA:

Candidates applying must satisfy the following eligibility criteria on the closing date for the submission of applications:

- a) Successful completion of university studies attested by a degree relevant to the field concerned of at least 3 years; OR where justified in the interests of the service, professional training of an equivalent level;
- b) A minimum of 3 years of relevant professional experience after award of the university degree.

In addition, in order to be eligible a candidate must:

- Be a national of one of the member countries of the EEA (Member States of the European Union plus Iceland, Liechtenstein, Norway, Switzerland and Türkiye);
- Enjoy full rights as a citizen;
- Have fulfilled any obligations imposed by law concerning military service;
- Have a thorough knowledge of one of the languages of the EEA member countries and a satisfactory knowledge of another of these languages (corresponding to level B.2 of the [Common European Framework of Reference for languages CEFR](#));
- Meet the character requirements for the duties involved;
- Be physically fit to perform the duties linked to the post.

Qualifications - External

Candidates should assess carefully and check before submitting their application whether they fulfil all the conditions for admission laid down in the vacancy notice, particularly in terms of qualifications and relevant professional experience.

SELECTION CRITERIA:

(In your application, please provide examples from current or past work experience where these competencies have been applied).

Essential:

- Proven experience in providing policy support through data analysis, including trend analysis and monitoring progress to targets in a regulatory setting;
- Proficiency working with the full lifecycle of data, from collection and quality assurance to analysis and dissemination, using tools such as SQL, Tableau, R and advanced Excel functions;
- Strong written communication skills and experience preparing clear assessment text for publication;
- Demonstrated project management skills, including project design, implementation, monitoring, documentation and evaluation;
- Excellent command of written and spoken English language, at least at level C1 in all categories according to the [Common European Framework of Reference for Language](#).

Advantageous:

- Demonstrated expertise working with transport and mobility issues, and transport-related CO2 emissions data in particular;
- Proven experience with innovative techniques for data analysis and management (for example, applied data science, artificial intelligence or machine learning techniques);

Candidates invited to the written test and interview stage will also be assessed against the following behavioural competencies:

- Excellent communication and interpersonal skills and ability to establish and maintain effective working relations with colleagues and stakeholders;
- Ability to work collaboratively and share expertise with others to deliver on common work goals;
- Diversity awareness and sensitivity;
- Well-developed solution-oriented and problem solving approach;
- Ability to take responsibility for specific areas of work and to deliver to high standards;
- Service orientation and ability to understand stakeholder needs and requirements;
- Ability to seek out learning opportunities proactively, to handle situations and problems with innovation and creativity.

CONTRACTUAL CONDITIONS:

The successful candidate will be offered a Temporary Agent contract in accordance with Article 2f) of the [Conditions of Employment of Other Servants of the European Communities](#). The selected candidate will be employed for an initial time period of four years, renewable.

Successful candidates who are recruited undergo an initial probation period of 9 months.

Should the successful candidate currently hold a Temporary Agent 2(f) contract and qualify for a transfer under the terms of the CEOS, the band width for this position which can be accommodated is in accordance with Annex I of the Staff Regulations.

For information on salary, please see information published under [Temporary Agents](#).

The place of work will be Copenhagen, Denmark.

It is brought to the particular attention of candidates that the provisions of Articles 11 to 26 of the Staff Regulations, concerning the rights and obligations of officials, shall apply by analogy to Temporary Agents. These rules specify that:

“An official shall carry out his duties and conduct himself solely with the interests of the Union in mind. He shall neither seek nor take instructions from any government, authority, organization or person outside his institution. He shall carry out the duties assigned to him objectively, impartially and in keeping with his duty of loyalty to the Union.

An official shall not without the permission of the appointing authority accept from any government or from any other source outside the institution to which s/he belongs any honour, decoration, favour, gift or payment of any kind whatever, except for services rendered either before his appointment or during special leave for military or other national service and in respect of such service.

Before recruiting an official, the appointing authority shall examine whether the candidate has any personal interest such as to impair his independence or any other conflict of interest. To that end, the candidate, using a specific form, shall inform the appointing authority of any actual or potential conflict of interest. In such cases, the appointing authority shall take this into account in a duly reasoned opinion. If necessary, the appointing authority shall take the measures referred to in Article 11a(2).”

For further information on the Staff Regulations and the Conditions of Employment of Other Servants of the European Union see:

[Staff Regulations](#)

SELECTION PROCEDURE:

A Selection Committee is set up for the selection procedure. It consists of members designated by the Appointing Authority and the Staff Committee. The Selection Committee is bound by the principle of confidentiality as enshrined in Article 6 of Annex III to the Staff Regulations. This works in two ways: first, it imposes obligations to ensure equal treatment for candidates; and second, it seeks to protect the Selection Committee to ensure that its decisions are totally impartial.

The Selection Committee adheres strictly to the conditions of admission laid down in the vacancy notice when deciding whether or not candidates are eligible. Candidates admitted to a previous selection procedure will not automatically be eligible. **Candidates are strictly forbidden to make any contact with the members of the Selection Committee, either directly or indirectly. Any infringement of this rule will lead to disqualification from the selection procedure.**

In a spirit of transparency, and in order to align our working methods with current practice in certain Member States, the administration has decided to proceed with the [publication of names of Selection Committee members](#).

Should the Selection Committee discover at any stage in the procedure that the candidate does not meet one or more of the general or special conditions for admission to the selection procedure, the candidate will be disqualified.

The Selection Committee decides on those candidates who are admitted to the selection procedure in accordance with the requirements as specified under eligibility criteria. The

applications of the candidates admitted to the selection procedure are reviewed to establish whether or not they show evidence of all requirements as specified under selection criteria.

The Selection Committee will invite to the interview and to the written test phase the best qualified candidates (maximum of 8). Should the case arise that there are various candidates scoring the same number of points in the 8th ranking, the number of candidates to be invited may be increased accordingly to accommodate this.

The interview will be held in English and the candidate's knowledge of other languages will also be assessed during the interview. Candidates invited for an interview will be asked to undergo a written test in English, in the area of expertise required for the post. The test and the interview will take place online.

At the end of the interviews the Selection Committee will submit the list of suitable candidates to the Appointing Authority who will decide on the appointment of the successful candidate and the establishment of a reserve list for the post advertised or similar posts that may become available. There may be conducted follow-up recruitment interviews with the suitable candidates. Candidates shall note that inclusion on the reserve list does not guarantee recruitment. Recruitment will be based on availability of posts and budget.

The reserve list for this post will be valid until **31 December 2025** and may be extended at the discretion of the Appointing Authority.

- Prior to contract signature, the successful candidate will be asked:
to provide original or certified copies of all relevant documents proving his/her eligibility, including a police certificate confirming the absence of any criminal record;
- to undergo a compulsory medical examination to establish that he/she meets the standard of physical fitness necessary to perform the duties involved.