

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

**DG D, Directorate 1 - Home Affairs**  
*Operational cooperation on internal security*

Ref.: END/4/2018 (4513)

**Job description**

**A. Main tasks and responsibilities**

Working in DG D1 of the General Secretariat of the Council in Brussels, under the authority of the Director for Home Affairs, working closely with Council officials of the Directorate, the expert will be called upon to:

- Prepare and follow-up on the work of the Standing Committee on Operational Cooperation on Internal Security (COSI, Article 71 TFEU), including all necessary research, planning, analysis, monitoring and evaluation activities related to files falling within the COSI's remit and in particular in relation to the EU Policy Cycle for organised and serious international crime.
- Maintain an overview of the activities relevant to internal security in the context of files under discussion in other Council formations or preparatory bodies, as well as of relevant developments at the Commission, the European External Action Service, the European Parliament and relevant EU agencies.
- Maintain relations and coordinate with other Council working groups, relevant Commission services, EEAS, EU agencies and national administrations.
- Draft policy papers and notes, as required; provide briefings and advice to the Presidency of the Council, the President of the European Council and the hierarchy.
- Attend meetings and prepare meeting records, as necessary.

## **B. Qualifications and experience required**

- A level of education which corresponds to completed university studies of at least three years attested to by a diploma, or equivalent vocational training attested to by a diploma or a certificate issued by an institute for advanced studies in a relevant field or by an institute, such as a police academy, a military academy, a law degree or practical experience in a Ministry of Interior or Justice.
- Professional experience of at least five years related to operational experience in a law enforcement agency with a strong project management dimension (i.e. preparation and implementation of action plans, in particular in the field of serious and organised crime).
- Experience of working in an international environment would be desirable.
- Experience/knowledge of the workings of the EU, in particular in the fields of Justice and Home Affairs and/or Common Foreign and Security Policy (CFSP), would be desirable.
- Experience in relation to the EU Policy Cycle for organised and serious international crime would be an asset.

## **C. Skills and abilities required**

- Good (oral and written) communication skills.
- Good project management and organisational skills.
- Sense of initiative.
- Good interpersonal communication.
- Ability to work harmoniously and productively with people of different national, cultural and personal backgrounds.
- A thorough knowledge of one Community language and a satisfactory knowledge of a second language, for the performance of the duties concerned; in practice, in the interests of the department, fully fluent written and spoken English is required.

**D. Security Clearance**

- National security clearance at EU SECRET level. Such clearance must be obtained by the candidate(s) from his/her competent authorities before his/her secondment at the General Secretariat of the Council. This clearance must be valid for the whole period of the secondment. If not, the General Secretariat reserves the right to refuse the secondment as national expert.

**E. General conditions**

- Be a national of one of the Member States of the European Union and enjoy full rights as a citizen.
- Have fulfilled any obligations imposed by the laws concerning military service.

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

For more information relating to the selection, please contact Mr Raoul Ueberecken ([raoul.ueberecken@consilium.europa.eu](mailto:raoul.ueberecken@consilium.europa.eu) , tel. + 32 2 281 4789).