

Vacancy Notice

The European Chemicals Agency (ECHA) is the driving force among regulatory authorities in implementing the EU's ground-breaking chemicals legislation for the benefit of human health and the environment as well as for innovation and competitiveness. ECHA helps companies to comply with the legislation, advances the safe use of chemicals, provides information on chemicals and addresses chemicals of concern.

The European Chemicals Agency (ECHA) is launching this call for expressions of interest in order to establish a reserve list for the following temporary agent profile:

Reference number	Vacancy notice	Grade	Indicative n° on reserve list
ECHA/TA/2019/004	Scientific Officer (Microbiologist or Biochemist)	AD 6	4

The closing date and time for submission of applications for this call is 06 May 2019 at noon 12.00 Helsinki time (11.00 Central European Time).

1. The Job

Together with the Biocidal Active Substances Unit, the Biocidal Products Unit manages and coordinates ECHA's activities related to the evaluation of active substances, applications for Union Authorisation, as well as the scientific assessments to be performed by the Agency itself under the Biocidal Products Regulation (BPR) (applications for technical equivalence, active substance supplier and classification of changes).

The successful candidate will contribute to the Biocidal Products Committee (BPC) Working Group on Efficacy and to the BPC activities related to efficacy assessment. The work will consist of the following tasks:

- Contribute to scientific and technical activities related to the tasks of the Agency under the Biocidal Products legislative framework, especially in relation to the assessment of efficacy of biocidal products and active substances;
- Act as active substance and Union authorisation dossier manager and coordinate with Member State evaluators and rapporteurs, colleagues, Chair of the BPC Working Group and the BPC Chair on scientific and technical matters concerning the development of opinions of the Committee;
- Contribute to the development and testing of the biocides processes and the related documents and IT tools;
- Provide scientific and technical expert contributions and advice (guidance development, assistance to applicants, support to Member States Competent Authorities);
- Contribute to ensuring the consistency of opinions within the BPC and with the other relevant Committees, including those run by other Community bodies;

- Contribute to the establishment and maintenance of working relations with relevant scientific and technical bodies of the EU (e.g. Commission scientific committees and EFSA panels) and follow relevant activities of related legislative frameworks;
- Give support and represent the biocides Units, Directorate, ECHA or the Commission (if requested) in meetings, working groups, committees or other circles;
- Other related activities.

2. Eligibility criteria

The selection procedure is open to applicants who satisfy the following eligibility criteria, on the closing date for application:

2.1. General requirements

The applicant must:

- Be a national of a Member State of the European Union, or a national of the European Economic Area (Iceland, Liechtenstein, Norway)¹;
- Enjoy the full rights as a citizen;
- Have fulfilled any obligations imposed by the laws concerning military service;
- Produce the appropriate character references as to the suitability for the performance of the duties²;
- Be physically fit to perform the duties³;
- Have a thorough knowledge of one of the official languages of the European Union⁴ and a satisfactory knowledge of another such language to the extent necessary to perform your duties;
- Be able to communicate well in English as this is the working language of ECHA;
- Be below the age at which staff of the EU is automatically retired, i.e. currently on the last day of the month in which he/she reaches the age of 66⁵.

2.2. Qualifications

Successful completion of a full course of university studies attested by a degree, where the normal duration of university education is three (3) years or more.

¹ The Member States of the European Union are: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, the Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, United Kingdom.

² Before appointment, successful applicants will be required to produce an official document indicating that they do not have a criminal record.

³ Before appointment, successful applicants will be required to undergo a medical examination to ensure that they fulfil the requirements of Articles 12, 2 (c) of the Conditions of Employment of Other Servants of the European Communities.

⁴ The languages of the EU are: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, Irish, German, Greek, Hungarian, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovene, Spanish, Swedish.

⁵ See Article 47(a) CEOS for Temporary Agents, applicable to Contract Agents by analogy, Article 119 CEOS.

Only qualifications issued by EU Member State authorities or EEA authorities and qualifications recognized as equivalent by the relevant EU or EEA Member State authorities will be accepted.

2.3. Professional experience

To qualify for this profile, you must have at the closing date for applications a total professional experience⁶ of at least three (3) years acquired after achieving the minimum requirements stated out in 2.2. At least one (1) year of your total professional experience must be relevant professional experience⁷ in the fields listed in section 1.

3. Selection criteria

If you meet the eligibility criteria set out in section 2, you will be assessed on the basis of the following selection criteria. The candidates who are judged to be the most suitable on the basis of the selection criteria will be invited to an interview.

- Your academic and professional qualifications and their relevance to the main areas of work listed in section 1. Preference will be given to qualifications obtained in the following fields:
 - Microbiology;
 - Biochemistry.
- Your professional experience in the range of fields covered, the type and level of work done and its relevance to the areas of work listed in section 1.

The following will be considered as assets:

- Professional experience in efficacy assessment of biocides or plant protection products;
- Professional experience in the assessment of substances or products in a regulatory context (e.g. European agency, national competent authority, industry, consultancy);
- Professional experience in developing scientific documents (e.g. guidance), and/or in coordinating projects or complex scientific/regulatory tasks (e.g. dossiers management);
- Publications on efficacy relevant to BPR or PPPR;
- Work experience gained in a similar multicultural environment. Preference will be given to work experience abroad.

⁶ Only appropriate professional experience acquired **after achieving** the minimum qualification stated in 2.2 shall be considered. Where additional periods of training and study are accompanied by periods of professional activity, only the latter shall be considered as professional experience. Compulsory military service or equivalent civilian service accomplished after the achieving the minimum qualification stated in 2.2. shall be taken into consideration. Professional activities pursued on a part-time basis shall be calculated pro rata, on the basis of the percentage of full-time hours worked. A given period may be counted only once.

⁷ Relevant experience should be described in your application.

The academic and professional qualifications, professional experience and knowledge and experience considered as an asset must be described as precisely as possible in your application.

4. Interview and written test

If selected for interview, you will be assessed on the basis of the following criteria:

- Knowledge and understanding in your areas of experience that are most relevant to the tasks set out in section 1;
- Understanding of the role of ECHA, in relation to the Biocides and CLP legislations;
- Working knowledge of efficacy assessment in a European regulatory framework and more specifically for biocides (legislation, relevant norms and guidance documents);
- Ability to manage projects in a timely manner even under pressure⁸;
- Ability to work effectively in a multidisciplinary team in a multicultural and multilingual environment⁸;
- Ability to communicate and liaise effectively with internal and external stakeholders, including on complex scientific, regulatory and technical matters⁸;
- Capacity to rapidly grasp the scientific and/or policy sensitivity of the activities of the Agency⁸;
- Good command of spoken and written English.

Your ability to communicate in written English, and the knowledge, skills and competencies related to the job will be also assessed by written tests.

For native English speakers, your ability to communicate in your second EU language will be tested during the interview. As this forms part of the general requirements stated under section 2.1 above, any failure in proving the satisfactory level of your second EU language would lead to your exclusion from the selection.

5. Placement on the reserve list

If you are judged to be among the most suitable candidates, on the basis of the criteria listed in sections 2, 3 and 4, you will be placed on the reserve list. The reserve list will be valid for a period of two years.

It should be noted that inclusion on the reserve lists does not imply any entitlement of employment in the Agency.

⁸ You can read more about the general competencies in place in ECHA through the following link: http://echa.europa.eu/documents/10162/13602/echa_staff_competencies_en.pdf

6. Other information

Before applying, you should carefully read the Guide of Applicants⁹ published on ECHA Website. This guide is an integral part of the Vacancy Notice and will help you to understand the rules governing the procedure and how to apply.

Successful applicants may be offered an employment contract for five years as a temporary agent. This contract may be renewed for a definite period. If renewed for a second time, the contract becomes indefinite. If the successful applicant from the external selection procedure is already a member of temporary staff 2(f) in the relevant function group or another function group, the Agency shall offer the person, in writing, the opportunity to be assigned to the post by means of mobility under the provisions of Article 6(2)¹⁰ or, subject to the establishment plan availabilities, Article 10⁸ respectively, if the person prefers to ensure continuity of contracts.

The minimum number of years of professional experience required after the award of the qualification certifying the completion of the level of studies required as a condition of eligibility for any selection procedure is as follows:

Grade of engagement	Number of years of professional experience
AD5	0 years
AD6	3 years
AD7	6 years
AD8	9 years
AD9/10	12 years
AD11/12	15 years
AST1	0 years
AST2	1 year
AST3	3 years
AST4	6 years

For the purposes of determining professional experience, the appointing authority shall allow 24 months' additional seniority of step in grade for professional experience equal to more than the number of years indicated below:

Function group and grade	Minimum years of work experience for additional seniority
AD14-AD16	21 years
AD12-AD13	18 years
AD9-AD11	15 years
AD8	12 years
AD7	9 years
AD6	6 years
AD5	3 years
AST4	12 years
AST3	9 years
AST2	6 years
AST1	3 years

⁹ http://echa.europa.eu/documents/10162/13602/general_guide_for_applicants_en.pdf

¹⁰ Implementing rules on the procedure governing the engagement and use of temporary staff under Article 2(f) of the CEOS:
http://echa.europa.eu/documents/10162/21844190/mb_27_2015_final_annex_1c_use_and_engagement_temporary_agents_en.pdf

The successful applicant will be required to make a declaration of commitment to act independently in the public interest and to make an annual declaration with respect to any interests which might be considered prejudicial to his/her independence. Moreover, before recruiting a member of staff, ECHA's Executive Director will examine whether the applicant has any personal interest which may impair his/her independence or any other conflict of interest. To that end, the applicant, using a specific form, shall inform the Executive Director of any actual or potential conflict of interest. Applicants must confirm their willingness to do so in their application.

The successful candidate will be recruited as a Temporary Agent Grade AD 6 with the basic salary starting from € 5.416,58, subject to an annual review of remuneration provided for in Article 65(1) of the Staff Regulations. ECHA offers, in addition to the basic salary, a range of benefits which include allowances, such as a household allowance, an expatriation allowance (16% of the basic salary) and a dependant child allowance, as well as a welfare package including pension scheme, medical and accident coverage. For more information on the salary and on the allowances, please visit our website at: <http://www.echa.europa.eu/about-us/jobs/what-we-offer>.

For more information on the selection process of temporary agents and on the contractual and working conditions, please, refer to:

- Guide for Applicants:
http://echa.europa.eu/documents/10162/13602/general_guide_for_applicants_en.pdf
- Implementing rules concerning temporary agents:
http://echa.europa.eu/documents/10162/21844190/mb_27_2015_final_annex_1c_use_and_engagement_temporary_agents_en.pdf
- Conditions of Employment of Other Servants of the European Communities:
<http://eurlex.europa.eu/LexUriServ/LexUriServ.do?uri=CONSLEG:1962R0031:20140101:EN:PDF>

7. Protection of personal data

The European Chemicals Agency will ensure, on its part, that your personal data is processed as required by Regulation (EU) 2018/1725¹¹ on the protection of personal data. For more information on the protection of personal data, please consult the Guide for Applicants⁹.

¹¹ <https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32018R1725&from=EN>