# EU career opportunities





# EU CAREER, YES! BUT HOW?

- Traineeships in the EU institutions, bodies and agencies
- Contract Agents (CAST)
- Competitions
- Junior Professionals in Delegation (JPD) Programme
- Junior Professionals Programme (JPP)



## Traineeships in the EU institutions, bodies and agencies

The EU institutions, bodies, agencies and delegations offer **around 60 different traineeship programs**. Traineeships are **not only in Brussels** – but are spread across the EU and in EU delegations. Of these 60 traineeship programs, about 40 programs are paid and about 20 are unpaid. Most programmes require that you have completed your studies, but some programme can be attended in connection with your studies. Click <u>here</u> to read more about internship opportunities.



## Traineeships in the EU institutions in Brussels

The 3 institutions in Brussels (Commission, European Parliament, Council of the EU) organise traineeships 2 times a year.

- Blue Book Traineeship programme (European Commission): Spring semester (1 March 31 July) Application period around July/August. Autumn semester (1 October 28 February) Application
  period around February/March.
- <u>The European Parliament's Schuman Internship</u> (European Parliament): Spring semester (1 March 31 July) Application period around October. Autumn semester (1 October 28 February) Application period around May.
- <u>Traineeships at the Council</u> (Council of the EU): Spring semester (16 February 15 July) Application period around August/September. Autumn semester (1 September 31 January) Application period around February/March.
- Information on traineeships in other institutions, bodies and Agencies can be found on EPSO's website, click <u>here</u>.



Contract agents





# Contract agents

## **CAST – Permanently available profiles**

Job title	Domain(s)	Grade	Institution/Agency	Location(s)	Deadline
Security operations (CAST Permanent)	Security	FG II	EU institutions	N/A	no deadline for application
Secretaries/Clerks (CAST Permanent)	Support Staff	FG II	EU institutions	N/A	no deadline for application
Information and communication technology (CAST Permanent)	Information Technology	FG III, FG IV	EU institutions	N/A	no deadline for application
IT security (CAST Permanent)	Security	FG III, FG IV	EU institutions	N/A	no deadline for application
Manual and administrative support workers (CAST Permanent)	Support Staff	FG I	EU institutions	N/A	no deadline for application
Communication (CAST Permanent)	Communication	FG III, FG IV	EU institutions	N/A	no deadline for application
Proofreaders (CAST Permanent)	Languages	FG III	EU institutions	N/A	no deadline for application
Technical security (CAST Permanent)	Security	FG II, FG III, FG IV	EU institutions	N/A	no deadline for application
Project/programme management (CAST Permanent)	European Public Administration	FG III, FG IV	EU institutions	N/A	no deadline for application
Law (CAST Permanent)	Law	FG III, FG IV	EU institutions	N/A	no deadline for application
Child care staff (CAST Permanent)	Support Staff	FG II	EU institutions	N/A	no deadline for application
Building management (CAST Permanent)	European Public Administration	FG II, FG III, FG IV	EU institutions	N/A	no deadline for application
Security operations, including regional security (CAST Permanent)	Security	FG III, FG IV	EU institutions	N/A	no deadline for application
Administration / Human resources (CAST Permanent)	Human Resources	FG II, FG III, FG IV	EU institutions	N/A	no deadline for application
Translators (CAST Permanent)	Languages	FG IV	EU institutions	N/A	no deadline for application
Information and document security (CAST Permanent)	Security	FG III, FG IV	EU institutions	N/A	no deadline for application
Finance (CAST Permanent)	Economics, Finance and Statistics	FG II, FG III, FG IV	EU institutions	N/A	no deadline for application
Political affairs / EU policies (CAST Permanent)	European Public Administration	FG III, FG IV	EU institutions	N/A	no deadline for application
Educational Psychologists (CAST Permanent)	Support Staff	FG IV	EU institutions	N/A	no deadline for application

# CAST-Permanent Selection procedure

Open registration period (permanent)



Shortlisted by recruiting services



Invitation and Testing by EPSO





Reasoning skills tests (Verbal, Numerical, Abstract) in 'Language 1'

if successful, result valid for 10 years

Interview and/or Competency test (knowledge in the field) by recruiting service



Recruitment





Competitions

Permanent officials (civil servants)



#### Types of competitions

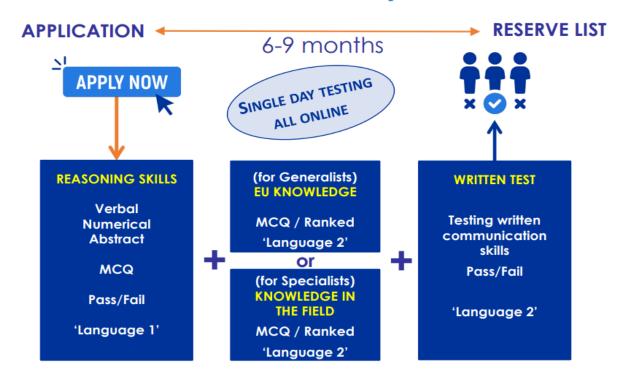
#### **Generalists**

- All fields
- No professional experience needed
- For graduates
- Grade AD5

#### **Specialists**

- > Specialised fields
- Professional experience needed for most profiles
- For graduates and nongraduates
- ➤ Grade AD6, AD7, AST3

#### Main elements of a competition









## Junior Professionals Programme (JPP)

- The European Commission established the Junior Professionals Programme (JPP) in 2018, aiming to retain and develop junior talents proven on the job, through a comprehensive learning, development (L&D) and mobility programme.
- To be considered eligible for the JPP, candidates must: a) Already work at a Commission DG, Service, Cabinet, or Executive Agency as:
- Blue Book Trainees (for the ongoing session at the time of each call for expression of interest), □
   Contract Agents,
- Temporary Agents,
- Officials.
- b) Have less than 3 years of paid professional experience, counted from the date of obtaining the bachelor's degree.1 The JPP application timeframe is fixed for all applicants and cannot be extended. As a consequence, in order to be eligible to apply, the Blue Book trainees must start their traineeship at the very latest on November 1st for the October session, and on April 1st for the March session.

## How are the Junior Professionals (JPs) selected?

Each year there are two calls for expression of interest (one in March/April, one in October/November). The number of JPs selected in a given year by two calls shall not exceed 70. Junior Professionals are selected through a three-step selection process, which is rolled out with the support of Commission DGs and Executive Agencies under the coordination of DG Human Resources and Security: 1. Computer-based test (CBT) 2. Preselection by the DGs/Executive Agencies 3. Final selection panel interview.

Learn more.



# The Junior Professionals in Delegation (JPD) Programme

The European External Action Service (EEAS) and the European Commission (EC) have established a high-level traineeship programme which gives an opportunity to highly qualified junior professionals from the EU Member States to work in the EU Delegations worldwide.

The aim of the programme is to enable young graduates to gain a first-hand experience in the work of EU Delegations and an in-depth understanding of their role in the implementation of EU external policies.



# Who can apply?

Candidates applying for this high-level traineeship programme should:

- be a national from an EU Member State;
- •hold, by the closing date for applications, at least a university degree equivalent to the Master's degree (see <u>Diplomas Annex</u>) in a domain relevant to the activities of the EU Delegations;
- •have excellent command of English and/or French; knowledge of other languages is an asset;
- •have, by the closing date for applications, not more than 1 year of professional experience with the EEAS, the Commission or another EU institution or body;
- •show a great interest and motivation to work in an EU Delegation;
- •professional experience, extra-curriculum activities such as volunteering or publications, is an important asset.

**No professional experience is required** to apply for this high-level traineeship programme. However, preference shall be given to candidates with, by the closing date for applications, up to 4 years of professional experience with relevance to the programme (of which maximum 1 year with the EEAS, the EC or another EU institution or body as indicated above).



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