

# EUROPEAN EXTERNAL ACTION SERVICE



DG Resource Management  
The Director-General

Brussels,  
EEAS.DG RM.BHR.3

To Permanent Representatives of the  
Member States of the European Union

Your Excellency,

I am pleased to inform you that we are looking for one 'cost-free' National Expert for secondment to the European External Action Service (EEAS), see vacancy notice enclosed, within the framework of the 04/02/2014 Decision of the High Representative and, more particularly, its Article 24.1.

This National Expert will be seconded to the Managing Directorate Civilian Operations Headquarters (DSG-DEF.MD-CIVOPSHQ).

I would be obliged if you could forward the enclosed profile to the various relevant Ministries as well as to PSC Ambassadors in order to generate adequate applications.

Applications should be sent by your Permanent Representation only by email to the Division EEAS.RM.BHR.3 'Selection and Recruitment' at the following address: [SNE-CSDP@eeas.europa.eu](mailto:SNE-CSDP@eeas.europa.eu), and not directly to DSG-DEF.MD-CIVOPSHQ.

**Candidates shall draft their CV and a motivation letter in English or in French** in a PDF or Word version, following the European CV form which can be found at the following internet address: <http://europass.cedefop.europa.eu/en/documents/curriculum-vitae>

Only applications received in the above mentioned format by **30 June 2026** will be considered for this call for applications.

My services will examine the applications and organise the selection interviews as soon as possible.

**Please note that the possession of a security clearance (minimum level EU SECRET/SECRET UE) is required for this post.**

I would like to invite you to draw the attention of the various relevant Ministries and services to the proper treatment of personal data and inform them that the EEAS implements data protection rules according to Regulation (EU) 2018/1725 of the European Parliament and of the Council. Consequently, possible applicants should be informed that their CV will be circulated to the EEAS services involved in the selection and management of their possible secondment.

Thank you very much for your cooperation.

Yours faithfully,

<e-signed>  
Elsa FENET  
*Acting Director General*

Encl.:           - Decision of the High Representative of 04/02/2014;  
                  - Vacancy notice

Cc:               S. Tomat, Managing Director MD-CIVOPSHQ