

# EUROPEAN EXTERNAL ACTION SERVICE



DG Budget and Administration  
The Director-General

Brussels, 07 03. 2017  
EEAS.DG BA.HR.2 bb (2017)

To Permanent Representatives of the  
Member States of the European Union

Your Excellency,

I am pleased to inform you that we are looking for a “cost-free” National Expert (SNE) 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 Crisis Management and Planning Directorate (CMPD).

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 only by your Permanent Representation by email to the Division EEAS.BA.HR.2 “Selection and Recruitment of Staff” at the following address: [SNE-CSDP@eeas.europa.eu](mailto:SNE-CSDP@eeas.europa.eu), and not directly to the CMPD Directorate.

Candidates shall draft their CV 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 **20 March 2017** will be considered for this call for applications.

My services will examine the applications and organise the selection interviews in the second half of March 2017.

Please note that the possession of a security clearance (minimum level EU SECRET/SECRET UE) is a prerequisite for all postings as an SNE to the EEAS.

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 Council Regulation (EC) n° 45/2001. 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,



Gianmarco Di Vita

Enclosures: Decision of the High Representative of 04/02/2014  
Vacancy notice  
Job description for a cost-free post No 195129

Copies: Mr Iklody, Director EEAS.CMPD  
Mr Larsson, Director EEAS.BA.HR  
Mr Mellado, Head of Division EEAS.BA.HR.2