

## EUROPEAN EXTERNAL ACTION SERVICE



DG Budget and Administration  
The Director-General

Brussels,  
EEAS DG.BA.HR.2

Ambassadors Extraordinary and  
Plenipotentiary Permanent  
Representatives of the  
EU Member States

Your Excellencies,

The EEAS is ready to launch the 2018 external rotation exercise including Head of Delegation posts, Deputy Head of Delegation and AD Non-Management posts. I am pleased to attach the lists of posts, the vacancy notices and the General Rules for applications.

I would be grateful for your support in ensuring that these documents are brought to the attention of potential applicants through your usual information channels. The closing date for applying for any of these posts is **Wednesday 13 September 2017** at 12.00 midday (Brussels time). As in previous years, applications may be made only via the on-line application system.

The selection procedures will be organised as quickly as possible after the deadline, in line with our commitments to expedite our rotation procedures. We will endeavour to inform candidates after each stage of the process about whether or not their application will go forward to the next stage.

In making final decisions on the candidates selected for the posts, the Appointing Authority may need to take into account the budgetary situation, and its implications for the ability of the EEAS to recruit from external sources.

Yours faithfully,



Gianmarco Di Vita

Enclosures

cc: Ms Helga Schmid, Secretary General  
Mr Jean-Christophe Belliard, Mr Christian Leffler, Mr Pedro Serrano, Deputy Secretaries General  
Mr William Shapcott, GSC  
Mr Stefano Manservigi, DG DEVCO; Ms Monique Pariat, DG ECHO;  
Mr Christian Danielsson, DG NEAR; Mr Jean-Luc Demarty, DG TRADE  
Ms Irene Souka, DG HR; Mr Alexander Italianer, SG;  
Ms Hilde Hardeman, FPI  
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