



**Council of the European Union**  
General Secretariat  
Directorate-General Administration  
Directorate Human Resources and Personnel Administration  
*The Director*

His/Her Excellency the Ambassador

Permanent Representative of the  
Member States to the  
European Union

(by e-mail)

Brussels, 10 July 2017

**Subject: Secondment of a national expert to the Legal Service of the General Secretariat of the Council**

Ref.: END/4/2017 (4140)

Dear Sir/Madam,

The Council Legal Service seeks a national expert with legal expertise in the Common Foreign and Security Policy (CFSP), including the Common Security and Defence Policy (CSDP). The Legal Service is looking for a national expert with good knowledge of and practical experience in the area covered by the job description. The national expert, who will be part of Directorate III (External Relations), will be required to assist the preparatory bodies of the Council and, as appropriate, to undertake other duties on behalf of the Legal Service.

The duration of the secondment is two years, with the possibility of extension to a maximum of four years in total. Please note that, under Article 5 of Council Decision 2015/1027/EC, this secondment could be extended for an additional period of up to two years in exceptional cases.

The qualifications and experience required are set out in the Annex. The expert should take up his or her duties at the General Secretariat of the Council by 1 November 2017 if possible.

The conditions of the secondment, including allowances paid by the Council, are set out in the Council Decision of 23 June 2015 on the rules applicable to national experts on secondment to the General Secretariat of the Council (2015/1027/EC, OJ L 163, 30.06.2015, repealing Decision 2007/829/EC). Under Article 2 of the Decision, seconded national experts should be nationals of an EU Member State.

Member States are hereby invited to propose candidates qualified for this post.

I would be grateful if proposals could indicate the national contact point responsible for each candidate's submission. Submissions should be accompanied by a curriculum vitae giving details of all posts held up to the present time as well as details of the candidate's education, and by a letter stating the motivation for the application.

Replies to this letter should be sent by email no later than **8 September 2017** to the following address: **service.recrutement-END@consilium.europa.eu**.

The Legal Service, together with the Human Resources Directorate, will examine the applications received, decide which candidates to shortlist, and conduct the interviews.

The Appointing Authority will decide on the appointment based on the outcome of the selection procedure. The General Secretariat of the Council may also decide to use the list of suitable candidates to cover possible future vacancies requiring the same profile.

If necessary, further information can be obtained from the General Secretariat of the Council by contacting **Mr Paul Berman** (tel. +32 2 281 6878 - email: [paul.berman@consilium.europa.eu](mailto:paul.berman@consilium.europa.eu)) of the **Legal Service**.

Yours faithfully,



Cesira D'Aniello

Annex

**Seconded National Expert (SNE)  
at the General Secretariat of the Council of the European Union**

**Legal Service**

*Ref.: END/1/2017 (4140) - 1 post*

**Job description**

**A. Tasks and responsibilities**

As a member of Directorate III of the Legal Service, the legal adviser will be called upon to:

- give advice and oral or written opinions on legal and institutional questions to the Council and/or its preparatory bodies and/or the different GSC services
- advise the Presidency and/or the GSC to help find legally correct and acceptable solutions for the body concerned
- follow the proceedings of one or more Council preparatory bodies or of the Council itself (taking part in meetings and, where appropriate, briefings)
- contribute to ensuring the legal certainty of Council acts, the quality of drafting and compliance with the applicable rules and procedures
- carry out conceptual work, studies and legal analysis
- as required, take part in the preparation of work to assist and represent the institution in disputes and, where appropriate, in cases before the EU's courts

**B. Qualifications and experience required**

**Essential**

- University degree in law (Master's degree)
- Good knowledge of French and English; ability to communicate and write in both languages
- Good knowledge of EU law
- Good knowledge of the functioning and procedures of the EU
- Experience of advising on legal questions relating to CSDP and defence/military issues

**Advantageous**

- Satisfactory knowledge of another official language of the European Union<sup>1</sup>

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<sup>1</sup> 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, Slovenian, Spanish, Swedish.

### **C. Skills and abilities required**

- Ability to anticipate and identify potential problems and to solve them
- Excellent oral and written communication skills
- Ability to work in an international and multicultural environment and with a variety of diplomatic and military actors
- Ability to adapt to different situations and to work under pressure to tight deadlines
- Ability to work in a team and flexibility in terms of attendance and working hours, as required by the needs of the service
- EU SECRET security clearance. Such clearance must be obtained by the candidate from the relevant authorities before his or her secondment to the General Secretariat of the Council. This clearance must be valid for the whole duration of the secondment. If not, the General Secretariat reserves the right to refuse the secondment as national expert

### **D. General conditions**

The legal adviser must be a national of one of the Member States of the European Union and enjoy full rights as a citizen.

The General Secretariat of the Council applies an equal opportunities policy.

**Further information on the nature of the post can be obtained from Mr Paul Berman (+32 2 281 6878 - [paul.berman@consilium.europa.eu](mailto:paul.berman@consilium.europa.eu)) of the Legal Service.**

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