

## EUROPEAN EXTERNAL ACTION SERVICE



DG Budget and Administration  
The Director-General

**24 SEP. 2019**

Brussels,  
EEAS.DG.BA.HR.2/JVC

To Permanent Representatives of the  
Member States to the European Union

Your Excellency,

I am pleased to inform you that we are looking for 3 “co-financed” national experts (SNE) for secondment to the Office of the European Union in Kosovo, pursuant to the Decision of the High Representative of 04.02.2014 establishing the rules applicable to SNEs<sup>1</sup>.

I would be obliged if you could forward the enclosed profiles to the various relevant Ministries in order to generate adequate applications.

Permanent Representations are kindly requested to send applications by e-mail to the Division EEAS.BA.HR.2 “Selection and Recruitment of Staff”:  
[SNE-DELEGATIONS@eeas.europa.eu](mailto:SNE-DELEGATIONS@eeas.europa.eu)

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 **31 October 2019 at 12.00 noon** will be considered for this call for applications.

Applications will be examined by my services which will organise selection interviews during the course of November 2019.

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

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<sup>1</sup> Decision of the High Representative of 4 February 2014 establishing the rules applicable to National Experts Seconded to the European External Action Service

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, as well as within the Delegation concerned.

I take this opportunity to thank you very much for your cooperation.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'G. Di Vita', written in a cursive style.

Gianmarco Di Vita

Enc: Vacancy Notices  
Job descriptions

Cc: Ms Belén Martínez Carbonell, Director, EEAS.BA.HR  
Mr Luc Véron, Head of Division, EEAS.BA.HR.B.2  
Ms Elsa Fenet, Head of Division EEAS.EURCA.WEST.2  
Ms Natalia Apostolova, Head of EU Office Kosovo  
Ms Rima Sondaite van Soest, Head of Administration, EU Office Kosovo